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Gershwin Medals Donated to the Library

Ira (left) and George Gershwin, Beverly Hills, spring 1937. (Photograph from the George and Ira Gershwin Collection at the Library of Congress.)

Two original strikings of the Congressional Gold Medal awarded to George and Ira Gershwin on June 23 were presented to Librarian of Congress James H. Billington by Frances Gershwin Godowsky and Leonore Gershwin (Mrs. Ira Gershwin) at a musical tribute to the Gershwins in the Library's Coolidge Auditorium. Mrs. Godowsky (sister of George and Ira) and Mrs. Gershwin had accepted the medal from President Reagan in a ceremony at the White House earlier in the day.

The Congressional Gold Medal, which was authorized by the Congress in 1985, honors the Gershwin brothers' "outstanding and

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Gershwin *(Cont. from p. 249)*
invaluable contributions to American music, theatre, and culture."

The Library of Congress and the American Society of Composers, Authors and Publishers (ASCAP) sponsored a reception and the musical program in honor of George and Ira Gershwin following the ceremony at the White House. The program of music and lyrics by George and Ira Gershwin was performed by Rebecca Luker, Cris Groenendaal, and MusicCrafters, under the direction of John McGlinn, in the Coolidge Auditorium of the Library of Congress that same evening.

Dr. Billington; Morton Gould, composer and conductor and president of ASCAP; and Daniel J. Boorstin, Librarian of Congress Emeritus, praised the contributions of George and Ira Gershwin to American music and thanked their families for their generosity in donating the Gershwin materials to the Library of Congress. In addition to Mrs. Gershwin and Mrs. Godowsky, members of the Gershwin family present at the reception and concert were: Emily Paley (sister of Leonore); Mr. and Mrs. William English Strunsky (brother of Leonore); Mr. and Mrs. Leopold Godowsky III (son of Frances Godowsky); Judy Gershwin (widow of Arthur Gershwin, brother of George and Ira); and Mr. and Mrs. Marc George Gershwin (son of Judy and Arthur).

The Music Division of the Library of Congress and members of the Gershwin family have worked closely together for almost 50 years in drawing together the music and literary manuscripts, printed music, photographs, art works, and other material that constitute the George and Ira Gershwin Collection at the Library of Congress, esteemed as treasures of the Library's collections. Although the Library has purchased Gershwin material on occasion, most of the tens of thousands of items in the Gershwin Collection have been given to the Library by members of the family–first by Ira (as early as 1939) and by Rose Gershwin (mother of George and Ira) and later by others.

In recent years, the Gershwins' most publicized gift to the Library has probably been that of the Gershwin material found in the Warner Brothers warehouse in Secaucus, N.J., in 1984–85. That material was given jointly by Leonore Gershwin, Frances Gershwin Godowsky, and Judy and Marc Gershwin. Last year, concert versions of two of the "Secaucus shows," *Primrose* and *Pardon My English*, were presented in the Coolidge Auditorium of the Library.

The plan for the renovation of the Library's Thomas Jefferson Building includes a new Gershwin Room, to be located across the hall from the Coolidge Auditorium. Furnishings in the room will include George Gershwin's piano, George and Ira's desks, and other materials from the Gershwin Collection.

The special musical tribute on June 23 was performed by musicians who have been involved in some or all of the Library's presentations of American musical theater in recent years. Selections for the all-Gershwin program included "Love Is Sweeping the Country" and "Overture" from the Pulitzer Prize-winning *Of Thee I Sing;* "Isn't It a Pity," from *Pardon My English;* "Love Walked In," from *Goldwyn Follies;* "Embraceable You," from *Girl Crazy;* "The Man I Love," from *Strike Up the Band;* and "How Long Has This Been Going On," from *Rosalie.*

Full-sized bronze reproductions of the Gershwin Congressional Gold Medal, manufactured by the U.S. Mint, are available for sale in the Library's Sales Shop for $25. The medal measures three inches across, and includes a stand. Coin-sized (1½") replicas of the medal are also available in the Sales Shop for $3.75 each.

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Comparable institutions and organizations in other countries may arrange to receive the *Bulletin* on an exchange basis by applying in writing to the Library's Exchange and Gift Division. All other correspondence should be addressed to the LC *Information Bulletin,* Information Office, Library of Congress, Washington, DC 20540.

Bruce Tapper, Editor

AMERICAN TREASURY

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This week's question, drawn from the CBS News "American Treasury" series, broadcast each weekday at 3:57 p.m. (EST) on the CBS Television Network, is:

The first privately owned satellite put into orbit sent back just one word as its message. What was the name of the satellite and what was the message?

The answer to last week's question is:

Triskaidekaphobia is the fear of the number 13.

Semiannual Report
On Developments at the Library of Congress
October 1, 1987, through March 31, 1988

Office of The Librarian

James H. Billington, formerly director of the Woodrow Wilson International Center for Scholars, was sworn in as the 13th Librarian of Congress on September 13, 1987.

In the early weeks of his administration, Dr. Billington articulated elements of the vision he plans to use to guide the Library into the 21st century. Specifically, The Librarian will encourage the institution to look "inward more deeply" (to tap the creative energies of the Library staff), "outward more broadly" (to share the Library's riches with the nation and the world), and to work more efficiently (to capitalize on new management techniques and to raise productivity).

With these goals in mind, The Librarian established the Management and Planning Committee (MAP) comprised of 28 middle-level staff members to review the operations and management of the Library and to prepare it for the year 2000 and beyond.

As a component of MAP, the National Advisory Committee was convened in April 1988. This group of academics, lawmakers, and information technology experts was commissioned to study the Library's services to its constituents, and to make recommendations for changes in the nature and provision of its services.

At the same time, Dr. Billington began touring the country, holding forums for librarians to apprise them of the MAP effort and to permit them to air their concerns and suggestions regarding the Library of Congress.

The management consultant firm, Arthur Young, Inc., was selected in a competitive bidding process to assist in the planning and implementation of the MAP Committee's efforts.

The Librarian has also invited Library staff members to a series of coffees to gather their suggestions on a variety of issues and to communicate his plans for the future.

Other highlights of the first 200 days of the new administration include the selection of Howard Nemerov as the new Poet Laureate, the restructuring of the Library's Council of Scholars, and the appointment of Ronald A. Morse as director of development to oversee the Library's private fundraising activities.

At the end of the 1987 fiscal year the Congress had not completed action on a Legislative Branch Appropriations bill. It passed a series of short-term continuing resolutions to fund the Federal government until Public Law (P.L.) 100-202 was signed into law by President Reagan on December 22, making continuing appropriations for fiscal year 1988. The law included funds for the Library of Congress through September 30, 1988, in the amount of $247,951,000, including authority to obligate receipts totalling $12,931,000. This was an increase of $8,646,000 or 3.6 percent from fiscal year 1987 appropriated amounts. Included in this appropriation were $143,866,000 for Salaries and Expenses, Library of Congress, including the use of $5,000,000 in receipts; $43,022,000 for the Congressional Research Service; $19,061,000 for the Copyright Office, including the use of $7,931,000 in receipts; $36,186,000 for Books for the Blind and Physically Handicapped; and $5,816,000 for furniture and furnishings. A figure of $6,741,000 was appropriated to the Architect of the Capitol for the structural and mechanical care of the Library buildings.

Fiscal Year 1989 Appropriations Request

Librarian of Congress James H. Billington and other Library officials testified before the Subcommittee on Legislative Branch Appropriations, Senate Committee on Appropriations, on March 17, and the Subcommittee on Legislative Branch Appropriations, House Committee on Appropriations, on March 23, to request funds for the fiscal year 1989 budget. The Library's request was $274,198,000, including authority to obligate receipts of $13,034,000 for a net total of $261,164,000. The request for operations include Library of Congress, Salaries and Expenses, $164,189,000, including the use of $5,000,000 in receipts; Copyright Office, $20,173,000, including the use of $8,034,000 in receipts; Books for the Blind and Physically Handicapped, $37,692,000; Congressional Research Service, $47,889,000; and furniture and furnishings, $3,575,000. Funds in the Library of Congress appropriation for the Speaker's Civic Achievement Awards Program were $680,000.

President Reagan signed into law on October 16, P.L. 100-135 changing the title of Library of Congress Special Police to Library of Congress Police and advancing the rank structure and pay of Library of Congress police to parity with the U.S. Capitol police, to be phased in over a four-year period beginning in fiscal year 1988.

On November 4, President Reagan signed into law P.L. 100-158 establishing the Speaker's Civic Achievement Award Program to be funded in the Library of Congress budget with the Close Up Foundation administering the program. The primary purpose of the program is to recognize, encourage, and develop achievement in civic literacy by students, classes, and schools throughout the nation in grades five through eight. Under the law, The Librarian of Congress makes disbursements to the Close Up Foundation in support of

these goals, submits a semiannual report to the Congress, and serves on the Board of Directors ex officio.

P.L. 100-202 repealed the statutory requirement that the Library maintain a branch of the Law Library in the Capitol. In mid-January the Law Library collection in the Capitol was moved to the James Madison Building. The legislation directed that frequently used material from the collection be maintained and made available to congressional users. After several meetings between senior congressional staff and Library officials, it was agreed that the Library would provide reference, research, and referral service exclusively for congressional users from the Law Library Capitol collection, have a special telephone reference service for Members of Congress and staff, and that this assistance would be available whenever either House of Congress is in session.

Office of Planning and Development

Office involvement in optical disk activities has centered around the work of the newly formed Optical Disk Advisory Committee, which the director chairs. The Advisory Committee has held biweekly meetings since early September and has addressed the following topics, all regarded as high-priority issues in the final pilot year: testing of the system by the Congressional Research Service (CRS), retrieval reliability of the digital disk system, copyright issues, reorganization, pilot evaluation, file priorities, and disk publishing. CRS began to test the optical disk system to determine if it could replace the current micrographic-based selective dissemination of information. The Automated Systems Office has used initial results to develop a plan to improve the system to enable it to meet production targets.

The number of optical disk tour requests has leveled off. The majority of tour groups now consist of foreign visitors and people from U.S. Government agencies initiating optical disk applications of their own.

The Machine-Readable Collections Reading Room (MRC RR) project is progressing. The head of Automation and Reference Collections, General Reading Rooms Division (GRR), is supervising the project and GRR will staff the reading room for the four hours a day it opens.

Support for the MAP effort has dominated much of the Planning Office's staff time. The director is on the MAP Steering Committee, is an active MAP member, and chairs the New Services Subcommittee.

The chair of MAP has written frequent issues of *MAP News* to report activities to the entire Library staff. The Planning Office has provided support for this and many other activities, including the provision of MAP subgroups with research and analytical support as requested.

The office assisted in the identification of members of the National Advisory Committee and helped prepare for the first National Advisory Committee meeting, which was held on March 28 and 29. The office also assisted with The Librarian's Forums, a series of meetings in locations around the country, collectively titled "A Dialog with James H. Billington."

The office has provided support for a range of other MAP activities: assembling voluminous reading materials for distribution to MAP committee members, taking the minutes of MAP meetings, developing schedules for all the activities under the MAP umbrella, providing computer support to facilitate or enhance various projects, and monitoring the MAP budget.

Library Environment Resources Office

By the end of March, renovation of Phase I space in the Adams and Jefferson buildings had been continuing for 18 months. There was a systematic progression of work throughout both buildings on electrical, mechanical, fire protection, and security systems. Replacement of six primary switchgear installations, three in each building, was completed on weekends. Painting and plastering work was undertaken in both buildings and some finish painting was completed in the Adams Building. Food service equipment was installed in both new food service facilities. Contracts were awarded for window and specialty painting. The Main Reading Room and visitors gallery were closed on December 9, 1987, for a period planned to last one year, and arrangements were made to provide reference assistance at other locations in both the Adams and Jefferson buildings. The Main Card Catalog was relocated to Deck 7 in the Adams Building, and a newly renovated "Center Room" on the fifth floor, equipped with a new, expanded computer catalog system and a photocopying center, was opened at the time of the closing of the Main Reading Room. The Information Office generated an impressive variety of informative materials about the project.

The Library continued to work on furnishings specifications and to review project design details with the Architect of the Capitol. Bids were received on carpet tile needed for both buildings and specification work on decorative carpeting for the Main Reading Room continued. Wood systems furniture was ordered for an experimental installation and specification work was initiated. Under the direction of The Librarian, new space utilization plans for both the Adams and Jefferson buildings were conceived and reviewed.

Several hundred requests for service were generated in conjunction with space modification projects and some 35 major projects were undertaken for the various Library departments on Capitol Hill. A series of projects was undertaken and completed in November and December involving the orderly reconfiguration of operations of the General Reading Rooms Division in preparation for the closing of the Main Reading Room.

At remote facilities at the Wright-Patterson Air Force Base in Dayton, Ohio, major renovation work on the film vaults in Building 167 was initiated, and alterations to Building 682 were nearly completed. Shelving capacity in Bay 4 for the Motion Picture, Broadcasting and Recorded Sound Division was increased and Bay 2 was cleared and prepared as a staging area for the renovation/restoration project.

The Federal Research Division reduced its space at the Navy Yard Annex by 8,000 square feet and the Federal Library and Information Center Committee acquired 5,000 square feet at the Navy Yard. The renovation work previously initiated at Taylor Street Annex ceased when the General Services Administration began to reassess the scope of the project.

The office continued to participate in the Book Deacidification Management Project and with the Task Force on Future Library Needs.

Collections Development

The Collections Development Office held the 18th in its series of seminars on foreign acquisitions, devoted to the Pacific Islands, on February 9. This completed the world survey, area by area, begun in 1983. The seminars have attracted much favorable comment and have been helpful in identifying problem areas requiring further attention.

Continuing the review of acquisitions policy statements, several vision statements that reflect current collecting practices were formally approved. The statement on foreign national government publications limits acquisition for permanent retention to items of lasting research value, with the exception of technical agriculture and clinical medicine, which are not collected. Another statement liberalizes the selection of foreign doctoral dissertations in subject fields of particular interest to the Library. Other policies under discussion include education, moving images, and sound recordings.

The fiscal year began with the prospect that the available book funds would not be adequate to meet the Library's needs. Gift and trust funds represent only a minuscule part of the Library's purchasing power, and appropriated funds have not kept pace with rising prices and the declining value of the dollar against foreign currencies. Particular concern was expressed about placing new subscriptions and making other long-term commitments.

Despite the need for fiscal restraint, a number of major purchases of retrospective materials were made, including the Joel and Renee Beger collection of historical Russian sound recordings, and 11 manuscripts and letters of Johannes Brahms, purchased from the estate of collector Hans Moldenhauer. Mr. Moldenhauer, who died in October 1987, had donated to the Library a collection of more than 200 musical and literary manuscripts, most of them by composer Mario Castelnuovo-Tedesco, to establish the Moldenhauer Archives at the Library of Congress.

Research Services

For just the second time in its 90-year history, the Main Reading Room was closed, December 9, for renovation and restoration work, expected to last one full year.

In anticipation of the closing, the Library relocated the Main Catalog and directories to the Adams Building, where most readers will be served while the Main Reading Room is closed. The Main Reading Room reference collection is also now available in the Adams Building. An expanded Computer Catalog Center was opened on the fifth floor of the Adams Building shortly before the closing of the Main Reading Room and Jefferson Computer Catalog Center and relocation of the catalog.

The closing of the Main Reading Room also meant the temporary loss of numerous study facilities for scholars, which will be much expanded when the renovation is completed.

All regular Library services are being maintained during the Main Reading Room closing, but readers have experienced some crowding in the general reading rooms.

In March, Charles Merrill Mount, a painter, art-historian, and donor to the Library, was convicted in Boston on charges related to the theft of documents and manuscripts stolen from the Library and the National Archives.

Acquisitions

The Berger Collection of rare recordings from Imperial Russia and the earliest period of the Russian Revolution was recently acquired by the Motion Picture, Broadcasting and Recorded Sound Division. This extraordinary cache consists of 3,886 original phonograph disks and related books, catalogs, and photographs.

A complete set of standards from the People's Republic of China has been received in the Science and Technology Division (approximately 7,700 pieces). A catalog for only a portion of the collection was received and as soon as the complete collection is organized for public service, a formal announcement will be made in the LC *Information Bulletin*.

The Music Division acquired two significant collections from Hans Moldenhauer: three music manuscripts and eight autograph letters of Johannes Brahms, as well as more than 7,000 pages of sketches and complete manuscripts of the composer, Karl Weigl. These collections are part of the Moldenhauer Archives in the Library of Congress.

Dorotha Lang presented the second known copy of James Janeway's *A Token for Little Children* (Boston, 1728), an important early American children's book, which is one of the Rare Book and Special Collections Division's earliest pieces of juvenile literature.

George Atiyeh, head of the Near

East Section of the African and Middle Eastern Division, completed a brief but highly successful trip to Jordan and Syria contacting exchange partners, in particular the Assad National Library, as well as booksellers and publishers.

The acting chief of the Hispanic Division, John Hébert, discussed improvements in the Library's official exchange with the Biblioteca Nacional, Madrid, during an acquisitions survey trip to Spain. He also discussed the centralizing of publications exchanges with the Autonomia de Catalunya, and visited several major universities and the Library's blanket order dealer in order to improve acquisitions.

The Geography and Map Division purchased the first American plat survey, with manuscript notes, showing Colonial lands in Bucks County, Pennsylvania, in 1773.

George Kipper found in the collections of the Motion Picture, Broadcasting and Recorded Sound Division a sealed film can containing recordings of American music conducted by Andre Kostelanetz. These recordings, made in 1938, were not to be opened until 1988. The story was released by the Information Office and covered by the *Washington Post*, the *New York Times*, and National Public Radio.

In March, the Library sadly noted the death, after much sickness, of one of its great friends, Charles Feinberg, through whose generosity and efforts the manuscript collections relating to Walt Whitman were invaluably augmented.

Processing Activities

The European Division began preparing the remnant of the Yudin Collection in its custody for full cataloging, developing procedures in consultation with the Binding Office and the Shared Cataloging Division.

In the Loan Division 120,000 aged and erroneous study facilities charges were removed from the manual Central Charge File during the first two weeks in December. Virtually every member of the division, including the acting chief, weeded yellow slips when the existing study shelves and desks were closed and shifted as part of the Main Reading Room renovation.

In the Prints and Photographs Division nearly 15,000 contact sheets and proofs from the *U.S. News and World Report* material for the years 1960–61 were processed for service to readers through self-service reading room files.

As of March 28, the Prints and Photographs Division closed most public access to unprocessed materials which are temporarily housed, documented incompletely, and not fully controlled. Concurrently, the division has established new procedures to review processing priorities annually to focus its processing efforts.

The Rare Book and Special Collections Division completed a preliminary review of the manuscripts in the Paul Avrich Collection of material relating to anarchism, clearing the way for their proper housing, arrangement, and full cataloging.

Preservation

Peter Waters, conservation officer, was invited by the International Foundation for the Survival and Development of Humanity to participate on a team of expert consultants who assessed the damage done to the Academy of Sciences Library in Leningrad, USSR, by a major fire on February 14.

"Slow Fires: On the Preservation of the Human Record," sponsored in part by the Library of Congress, was shown on public television December 11. The film was produced with funding provided by the Council on Library Resources, the Andrew W. Mellon Foundation, and the National Endowment for the Humanities, to increase public awareness of the problem of paper acidity and deteriorating library collections.

For the Latin American Microfilming Project supported by the Center for Research Libraries, the Library began assembling and microfilming annual reports (*memorias* and *informes*) of Latin American ministries from independence through 1959.

The fumigation/freeze-drying unit was put into operation in the freeze-dry mode on November 4, just in time to dry a small group of wet books.

Public Programs

A special fall showing of the first ten Academy Award-winning films was kicked off by a gala evening in the Mary Pickford Theater celebrating "Wings" (1927), the first Oscar winner and an extremely innovative film for its time. Buddy Rogers, its star, reminisced about its creation.

This is the Library's 40th season of weekly full-length chamber music concert broadcasts, which began in 1948 over Washington, D.C., radio station WQQW (now WGMS). Although the Library's resident quartet at the time was the Budapest Quartet, the first broadcast featured the newly formed Juilliard String Quartet, which in 1962 succeeded the Budapest and remains the Library's resident quartet.

The Music Division received a second prize in the ASCAP Chamber Music Awards, newly established by the American Society of Composers, Authors, and Publishers. The awards recognize performers and concert presenters who have demonstrated adventuresome programming of chamber music composed since 1945. This year's competition specifically covered programming for the 1986–1987 season.

The Serge Koussevitzky Foundation in the Library of Congress awarded commissions for new musical works to ten composers. Upon completion, the composers' manuscripts will become part of the Koussevitzky Collection in the Music Division.

The Association of Visual Communications presented a Special

Achievement Award to the Library for its 33-hour compressed audio disk, which contains almost every American spoken-word recording manufactured before 1910 in the Library's collections.

"Preservation: A Research Library Priority for the 1990's" was the topic for a meeting of the Association of Research Libraries (ARL) Library Directors hosted by the Library of Congress in October.

The Geography and Map Division exhibited a selection of 65 maps, organized according to the various means of acquisition by the Library of Congress, in the corridors adjacent to the reading room.

Richard Wilbur, Poet Laureate Consultant in Poetry, opened the 1987–88 literary season with a reading of his poems on October 5 in the Coolidge Auditorium.

Publications

The Library of Congress has published *The Performing Arts Annual 1987*, the second in a series. Aimed at a general audience, this publication highlights the Library's collections and activities in the performing arts.

A Portolan Atlas of the Mediterranean Sea and Western European Waters (with a World Map) published in October, includes an introduction by John A. Wolter, chief of the Geography and Map Division.

Personnel and Administration

Elizabeth Stroup, director for general reference, resigned March 25 to accept the directorship of the Seattle Public Library.

Winston Tabb became the new chief of the Loan Division on March 14.

Margrit B. Krewson, German/Dutch area specialist of the European Division, was awarded the Officer's Cross of the Order of Merit of the Federal Republic of Germany in a ceremony on October 27. The award recognized her contributions to German scholarship, her publications promoting German-American understanding, and her work enhancing the German-language collections.

As a result of congressional budget legislation, the Federal Research Division's major funding agency cut its fiscal year 1988 allotment, precipitating a reduction-in-force, affecting eight conditional and 23 indefinite staff members.

In February, Sarah Pritchard was promoted to head of the Microform Reading Room Section, General Reading Rooms Division.

A geographic feature of the Antarctic Peninsula was recently named after Geza Thuronyi, head of the Cold Regions Bibliography Project, Science and Technology Division. The name was approved by the Advisory Committee on Antarctic Names of the U.S. Board of Geographic Names, and honors his career accomplishments since he joined the staff.

In December, Ellen Hahn, chief of the General Reading Rooms Division, was named by The Librarian to chair the Management and Planning Committee whose charge it is to reexamine the Library's strategies, management practices, and new goals. During Ms. Hahn's one-year detail in the Office of The Librarian, assistant chief, Suzanne Thorin, will be the acting chief.

The Science and Technology Division was diminished by the retirement of two long-time staff members: Bea Trowel, who retired after 30 years of Federal service, all in the Library, and Vivian O. Sammons, who retired after 37 years of Federal service.

James H. Hutson, chief of the Manuscript Division, has been detailed by The Librarian to coordinate the Library's exhibit relating to the Bicentennial of the Congress of the United States.

Ronald Grim assumed duties in the Geography and Map Division as head of the Reference and Bibliography Section, after Richard Stephenson, former section head, became the division's first specialist in American cartographic history.

Special Projects

On March 30, the Automated Systems Office officially moved the Automated Circulation Control Facility to the Library of Congress production teleprocessing environment in the Loan Division. The circulation staff began editing patron account files preparing to implement the system for interlibrary loans later in the year.

The Hispanic Division's archival survey project, a major component of the Library's Columbus Quincentenary activities, has made significant progress in the preparation of a union list of photo-reproduced Spanish archival materials in U.S. repositories.

The staff of the Hispanic Division has successfully prepared and tested the design for the online input of materials to be included in the *Handbook of Latin American Studies*. This is significant progress in the project for a generally retrievable bibliographic record.

The Project Judaica Foundation has gathered a group of 24 donors to help raise funds for the Hebraic Section's upcoming 75th anniversary celebration. It visited the Preservation Office to learn about the restoration of the Washington Haggadah.

Processing Services

October 1987 marked the tenth anniversary of the Name Authority Cooperative (NACO), and with it, the continued development of online collaboration with the implementation of the National Coordinated Cataloging Program (NCCP). The effort engaged the talents of staff throughout the department and the Automated Systems Office (ASO) to provide training and support for the participants. Accomplished during the period were: final arrangements for the shipping of equipment to each participant's site; establishing telecommunications links; training preparations at the Library; creating subject cataloging guidelines on the

assignment and accuracy of subject headings and LC classification numbers for NCCP participants; and discussing pilot project evaluation criteria.

These program efforts continued despite staff shortages due to the hiring freeze imposed by a shrinking budget. The drop in acquisitions receipts, the loss of purchasing power due to inflated materials prices and a weakened dollar, and the growing arrearage of cataloging work all bear witness to the effects of fiscal constraints. Nevertheless, the directorates pursued their strategic program objectives.

Acquisitions and Overseas Operations

In February, the Cataloging in Publication (CIP) Division implemented its reorganization, replacing three team leader positions with three supervisory positions. This additional authority and responsibility facilitates the processing of the growing amount of data which CIP provides as well as the added demands of the online cataloging experiment. CIP records were created for 19,904 new titles, an increase of almost eight percent over this period last year, while publishers supplied 25,469 books directly to the division in support of the CIP and Pre-Assigned Card Number programs.

Departmental throughput time required for cataloging CIP records, however, increased to 8.8 days, extending the upward trend that began late in 1986 when throughput time was 6.6 days. This slowdown is in part due to problems related to the online cataloging experiment, which are being addressed. The proportion of CIP records included in the online cataloging experiment rose by 37 percent, up from 200 to 275 titles per week. This online production, coupled with an additional 300 manually cataloged titles per week, input by the MARC Editorial Division on a high-priority basis, enabled the CIP Division to send to publishers an average of 475 automatically printed bibliographic records per week; prior to the online cataloging experiment these records were typed manually.

In mid-March, the Automation Planning and Liaison Office (APLO) and CIP completed version 3 of the CIP Publisher Directory system and installed a test copy. The enhancements to this dBase-III application include improved searching, additional data elements, and the ability to print Rolodex cards.

Funds appropriated for the purchase of general and law materials decreased by $75,000 or 1.6 percent, although monographic and serial receipts in the Order Division increased slightly during the first half of fiscal year 1988. The dollar continued to fall in value against major foreign currencies, including the Japanese yen, British pound, and the West German mark, resulting in a further decline in purchasing power. The reduction of selections by blanket order dealers, necessitated by the unfortunate combination of budget reductions, inflation, and devaluation, shifted that workload to the Library's recommending officers, resulting in an increase of 2,325 in the number of recommendations. The transition to the introduction of APIF 2 was successfully accomplished; this change required the replacement of computer terminals and the addition of content designation to bibliographic input requirements. A landmark was reached in March, in the efforts to improve acquisitions from the Third World, with the posting of the position of coordinator of the new African and Middle East Section.

Although total acquisitions from exchange and gift sources declined by 1.2 percent, international exchange and domestic receipts both increased, the latter by 50 percent. Efforts to acquire publications from the Pacific Basin, which was the focus of the 18th Seminar on Foreign Acquisitions, held in February, were intensified by arrangements made with the Peace Corps and the U.S. dependencies of American Samoa, Guam, the Northern Mariana Islands, and the Trust Territories of the Pacific Islands. A pilot exchange program with Syria's Assad National Library and an acquisitions trip to Tunisia both resulted in substantial increases in monographic receipts from those countries. As part of the continuing review of all exchange agreements, a total of 717 evaluations were conducted by the four exchange sections. A total of 83 exchange lists were also distributed to exchange partners.

Serious problems persisted with the program for microfiching U.S. Government publications for the Library's international exchange of government documents; the micropublishing firm has now defaulted on the contract with the Government Printing Office (GPO). A working group composed of staff from the Congressional Joint Committee on Printing, GPO, and the Library was formed to recommend solutions. This committee, chaired by Peter Bridge, Library of Congress, has already made substantial progress and has drafted a promising preliminary report. The staff of the Federal Documents Section has continued to assist in the prioritizing and disposal of GPO's approximately 17,000 documents accumulated in its backlog of materials to be microfiched.

Notable gifts received included a collection of bound scores and books from the personal library of George Gershwin, the papers of Judge Robert Bork, and the papers of General Noel T. Parrish, leader of the Tuskeegee Airmen. The papers of former Secretary of Defense Caspar Weinberger were received on deposit. The gift specialist commenced the inputting of bibliographic data on selected gifts to the Automated Process Information File for the assignment of LC card numbers.

For the first time, the annual index to the *Monthly Checklist of State Publications* was produced by the staff of the State Documents Section. The production time for the monthly index was dramatically reduced from two and one half days, to only a half day.

The Overseas Operations Division brought together in New Delhi

technical staff from the New Delhi, Karachi, and Cairo offices for the first time. They met with a specialist from the Automation Planning and Liaison Office (APLO) to discuss the introduction of the Integrated Order, Distribution, and Accounting System (IODA), already operating in New Delhi, to the Karachi and Cairo offices as well. The Jakarta office automated its in-process file using INMAGIC software. The file can be accessed by region within country and by the participant library receiving the publication, in addition to being accessed by author, title, and publisher. At the March meeting of the Association for Asian Studies, the possibility of distributing the file on a fee basis was discussed, as well as the Library's requirements for the batch loading of Arabic and Persian records created in Cairo and Karachi.

The imminent independent status of the New Delhi field office cataloging staff was announced following the November visit by the chief of the Office for Descriptive Cataloging Policy. While in India, he also attended a romanization meeting at the National Library of India. On March 25 the 30,000th record created and keyed in New Delhi was transmitted to the Library of Congress database. The government of Nepal awarded the New Delhi office the Saraswati Memorial Prize for its efforts in training Nepalese librarians.

To improve acquisitions from the Philippines, the field director in Jakarta traveled to Manila to secure the services of bibliographic services representatives. Cairo office staff members attended the Kuwaiti book fair and purchased 40 titles from South Yemen. The Cairo field director made an extended trip to the Gulf States, which included Oman and the United Arab Emirates, and North Yemen to make arrangements to hire bibliographic representatives. The field director in Nairobi collected more than 1,000 publications during his survey trip through Botswana, Lesotho, and Swaziland. The Rio field office honored a request from the National Library of Medicine to acquire 90 serial titles, the first step in establishing a cooperative acquisitions program in Brazil similar to those managed by the Middle East and Asian field offices. The director for acquisitions and overseas operations was invited to participate in conferences in Taiwan and Brazil; while attending these conferences he inspected the Jakarta and Rio offices, visited booksellers and exchange partners, and met with national librarians.

Cataloging

The Office for Descriptive Cataloging Policy continued to participate in the work on the *Anglo-American Cataloging Rules*, second edition, 1988 revision, which consolidates 1981–1987 modifications to the rules. The publishers announced that it will be available initially both in loose-leaf and paperback formats.

The Office of Description Cataloging Policy continued to work with the Cataloging Distribution Service (CDS) enlarging the scope of *CDMARC Names*. It also worked with the Descriptive Cataloging and Overseas Operations Divisions on new workflow procedures to prepare the New Delhi field office for independent cataloging, as well as procedural instructions for NCCP.

During its November meeting, the Decimal Classification Editorial Policy Committee accepted the exhibits presented by the Decimal Classification Division (Dewey) for Edition 20. Exhibits covered all sections of the schedules previously unseen by the committee, and included law, social problems and services, chemistry and allied sciences, life sciences, botanical sciences, engineering, home economics, manufacturing, and art. Other schedules were also approved, in addition to the patterns for indexing and the draft outline for a new introduction. The Decimal Classification System bade farewell to Melba D. Adams, who retired from her assistant chief position and had been a staff member since 1966. Virginia Schoepf, staff member since 1971, succeeded her in that position.

Enhancements to the Research Libraries Information Network (RLIN) system, allowed catalogers in Descriptive Cataloging to input Hebrew vernacular characters and their corresponding romanized equivalents into the same bibliographic records. After training, full production of online cataloging was attained in late January. Records created in RLIN, of which about 500 have been input to date, will be distributed by CDS in appropriate MARC distribution services. Staff prepared a guide to American Library Association-Library of Congress romanization and descriptive cataloging practices for Hebrew, which was made available by CDS in October.

In March, the Romance Languages Sections began producing minimal-level cataloging (MLC) records for Spanish and Portuguese titles for the first time. This new treatment should expedite the cataloging process and availability of belles lettres in *The Handbook of Latin American Studies*. Almost completed is the addition of Korean pronunciation to the most frequently used Chinese characters and to all Korean words in the RLIN Chinese-Japanese-Korean (CJK) Thesaurus.

In collaboration with the Government Printing Office (GPO) Library, Descriptive Cataloging completed the conversion of GPO's manual series authority file to machine-readable form. All GPO series are now available in the automated name authority file.

The State University of New York at Buffalo joined NACO during the first half of the fiscal year. The 43 participants contributed 27,633 name authority records, 1,271 series authorities, and 5,141 bibliographic records during this period. Princeton University, the University of Michigan, and Indiana University received training at the Library during the first half of the fiscal year, for the input of authority data to the name authority file through the Linked Systems Project (LSP). These institutions join Yale University in using LSP through RLIN or OCLC as the primary mode of authority record contribution.

The Shared Cataloging Division contributed 32,838 titles of full-level cataloging for the first half of the year, down nine percent from the same period last year. The introduction of a new online application on the Automated Process Information File (APIF 2) at the beginning of October, caused the backlog of new unsearched receipts to increase sharply by more than 8,000 titles. Although productivity has since returned to near-normal levels, because of vacant positions the division has not yet reduced the backlog significantly.

The German Language Section completed a full year of cataloging books online and the French Section finished 18 months of online input/update of name authority records. The division contracted with the National Library of Medicine to provide minimal-level cataloging in foreign languages and completed work on 1,000 titles, primarily in Japanese.

The Special Materials Cataloging Division progressed in its use of online systems. The minimal-level cataloging project now engages eight of the 12 catalogers in the Music Section. They are in advanced planning for NACO-Music, a new cooperative authorities project for personal names and music uniform titles.

The Manuscripts Section staff completed the index for the 1985 volume of the *National Union Catalog of Manuscript Collections* in February. To facilitate publication of the *NUCMC* for 1986–87, the division worked with APLO to define requirements for automating the catalog through inputting records to RLIN. RLG provided RLIN archives and manuscripts control training for selected Library of Congress staff in March. The Technical Processing and Automation Instruction Office (TPAIO) provided equipment training on the IBM XT 286 microcomputers serving as RLIN terminals. Requirements for a full index are under development for subsequent editions.

The Audiovisual Section staff met with the Research Services Department concerning cataloging software titles. They intend to provide temporary machine-readable control and to turn over almost 300 software titles to form part of the initial collection of the Library's pilot Machine-Readable Collections Reading Room.

Work continued on the *National Register of Microform Masters*. With the help of APLO, staff evaluated proposals from the contractor to modify certain aspects of the retrospective conversion guidelines. Through the end of the reporting period, the contractor had provided 22,257 records of converted reports for the Library's quality review.

The Subject Cataloging Division prepared the third edition of several schedules, including DJK–DK, History of Eastern Europe (General), Soviet Union, and Poland; DS, History of Asia (General); BR–BV, Languages and Literatures of Eastern Asia, Africa, Oceania, and Hyperborean, Indian and Artificial Languages, published by CDS. It also completed preparing the second edition of PL–PM for Oriental Languages (General), and Indo-Iranian Languages.

The Office of the Principal Subject Cataloger provided training on APIF 2 and online cataloging in Hebrew. By the end of March, more than half the subject catalogers and shelflist staff were participating in the books online experiment. A staffing shortage necessitated reliance on the assistance of the MARC Editorial Division for the input of call numbers to in-process records. The Office of the Principal Subject Cataloger also worked with the Subject Cataloging Division to develop guidelines for NCCP subject training.

Receipts in the MARC Editorial Division were significantly lower during this period, with the exception of changes to existing records. The influx of new staff shifted emphasis from production to training in monograph conversion and file management tasks. Despite reduced staffing in that section, name authority conversion output increased by 30 percent.

Testing to re-index PreMARC and integration and assurance testing of input/update to PreMARC were completed in conjunction with ASO and APLO.

The MARC database currently contains 2,601,723 book records, 2,031,426 authority records, and 4,721,394 Pre-MARC records.

The divisions increased participation in both the LSP and NCCP projects. The University of Michigan, Indiana University, the University of Illinois, and OCLC received LSP authority training. The NCCP participants received training in the input of book records to the Library's master file. In addition, two institutions also received training in the input of their name authority records.

Bibliographic Products and Services

The Automation Planning and Liaison Office analyzed and documented the potential of ACQUIRE to record and track Copyright demand activities. Processing Services and Copyright Office management agreed to add these transactions, when the ACQUIRE team revealed that added requirements would not overload the system development effort. This important addition will provide single system access to the entire array of Library acquisition programs.

APLO continued work on the design of ACQUIRE screens, reports, and the processing of all data elements. It completed specification of the user interface for payment-related transactions in January, and almost completed documentation for order-related transactions. By the end of March approximately 90 users had attended microcomputer-driven screen simulation demonstrations of these areas of the system.

APIF 2 reached production status in October. APLO staff had prepared the requirements for the new MUMS online application, and participated in testing and planning for the change. This involved the conversion of more than 300,000 records to a new format, and reindexing the file. With ASO it coordinated the hardware exchange of all remaining Four Phase terminals and controllers for Comterms prior to implementation, prepared new and revised documentation on the APIF 2

system, and presented an overview to the Online User's Group.

The design document for the JANUS ROSCOE Processing Facility (RFP) was inspected and approved in January. APLO held a series of technical briefings to assist users among Research Services staff, and assigned staff in APLO to submit non-production JANUS jobs for Processing Services' users. APLO held regular meetings with several ASO staff members to define the technical requirements for the LIST command. Initial discussions considered the relationship of the Library of Congress filing rules to the logical arrangement of records in the LIST index. Current plans call for the first release to include both summary and brief record displays.

The Multiple Versions Committee (MULVER) prepared a paper to address and make recommendations on the communication of bibliographic data for items that appear in multiple versions, for example, a musical recording both on cassette and compact disk. The draft document was circulated within Processing Services, to ASO, and to a CONSER task force considering the same issues. Comments from all were generally favorable, and the committee was charged to continue its work to assess implementation issues in the Library. The document will be made available to the American Library Association's Committee on the Representation in Machine-Readable Form for Bibliographic Information (MARBI).

To facilitate receiving music cataloging reports from outside libraries, APLO prepared and submitted requirements to ASO to add appropriate fields to the MUMS Music application. The APLO-chaired Technical Committee assessed the implications of online input of contributed reports and documented background information on the project for the market research study and product format planning to be conducted by CDS.

A draft of the Serial Management System structured specifications was completed by the project team in January. The Serials Technical Coordinating Committee (STCC) reviewed and evaluated the document, and sent the amended and approved specifications to ASO.

Work proceeded in analyzing the results of a shelving survey which compared bound holdings recorded in Serial Record files with the physical holdings on the shelves, to determine file accuracy. Keying survey data was completed by December, analysis continued in the first quarter of the year, and a draft report was prepared for review by STCC. The survey revealed that 94 percent of the holdings described in Serial Record visible files can be found on shelves in the Library's collections. However, holdings found on the shelves were under-reported in the visible files.

APLO selected REFLEX, a database management tool, for tracking status of service requests from the department to ASO. It developed, tested and implemented the application in October.

The Catalog Management and Publication Division attained a milestone when the National Union Catalog (NUC) Release 2.0 entered production. The new release enables participating institutions to submit bibliographic records in machine-readable format. With 40 percent of all staff trained in new searching and editorial procedures, the division boosted production to record levels. The NUC database realized a 12 percent increase in size against the prior six months, growing by 76,709 records, for a total of 393,631 records.

The division devoted considerable energy to its special catalogs. In October, it let a contract for updating the *NUC Register of Additional Locations*, and provided assistance on the National Register of Microform Masters Retrospective Conversion Project. The January-June 1987 semiannual *Music, Books on Music and Sound Recordings* catalog was sent to CDS for publication.

The Technical Committee, chaired by APLO, developed requirements and a project plan for a new system to support publication of *Symbols of American Libraries*. It also examined likely database support systems for the application. The document describing input and update of symbols, and generation of output for production of the publication, was distributed to the Management Committee in CMP for review.

Catalog filers, working in reverse order, are now revising in letters "a" and "b" of the Main Catalog, and may complete their task ahead of schedule. This review is being conducted in conjunction with the project undertaken by K. G. Saur, Inc., to microfilm the Main Catalog. This project is now scheduled to be completed by the end of calendar year 1988. In the Official Catalog project, 2,645 trays were weeded of author-title entries now available online, and work has advanced to the letter "l." Since the project's inception, 12,438 trays have been weeded and compacted to 5,657, thereby freeing space that is needed for other departmental activities.

The CONSER Policy Committee met at the Library in November and discussed, among other things, use of a survey form that will allow CONSER members to share their language expertise. Most of the Database Task Force recommendations on maintenance of CONSER records and retrospective conversion were approved. The Microtechnology Task Force initiated a project with Cornell University to input records to the CONSER database via *New Serial Titles*. Their charge is finding an interim method for CONSER participants that are RLIN members to contribute CONSER records. Initial results were impressive: 50 percent of the records reported were new to the database, and 25 percent were adapted from existing records and authenticated for the first time. Update 3 to the *CONSER Editing Guide* was prepared, containing additions and changes to Parts 1 and 2, and a new chapter, which redefines the CONSER record as an authenticated record.

Arkansas, Idaho, and Maryland joined the United States Newspaper Program (USNP), bringing the national total to 25 participants. The database contains an estimated 80,000 records. The Library's USNP staff visited project sites in Illinois, Indiana, Massachusetts, Mississippi, Missouri, New York, and Washington. Staff prepared new proposals for planning and implementing projects in March, and sent them to the National Endowment for the Humanities' National Council for approval. As chair of the International Federation of Libraries Association's (IFLA) Working Group on Newspapers, the USNP technical coordinator received approval and funding from a Council on Library Resources grant to IFLA, for an international conference on serials preservation planned for 1989.

The head of National Serials Data Program attended the annual International Serials Data System (ISDS) director's meeting in October. The preliminary results of a five-year planning study conducted for the ISDS Governing Board were reviewed and the maintenance of the ISDS database and the need to disseminate new International Standard Serial Number (ISSN) assignments more rapidly were discussed.

Serial Record staff participated in the last two serials regional cataloging institutes held in Fort Worth in October and in Boston in December. Institute workshops covered several topics on basic and advanced serials cataloging, including holdings, links, series, CONSER, and standards. Almost 600 librarians from the United States and Canada attended.

In connection with ARL's project to convert the *National Register of Microform Masters*, CDS will be making available nearly 500,000 bibliographic records for microform masters that were created as a result of this effort. It completed preliminary systems work for accumulating and distributing records of Hebrew books in the USMARC format.

Staff made significant headway installing vendor-supplied software intended for premastering CD-ROM products. This effort will support production and distribution services for the CD-ROM prototype applications currently under development with a contractor.

The service produced in-house, camera-ready manuscript copy for the first time in its history, using a personal computer and laser printer. Print quality copy was prepared for two products, *Moving Image Materials: Genre Terms* and *Library of Congress Rule Interpretations*.

Alpha testing of *CDMARC Subjects* was conducted across several departments in the Library, and at 16 sites across the country among public- and private-sector users. A prototype version of *CDMARC Names* on a single CD-ROM disk was published. The name authority file includes about 200,000 test records. CDS tested, evaluated, and enhanced the retrieval software with the help of APLO staff. Both products were featured at the American Library Association Midwinter Conference.

CDS completed with a contractor a draft revised edition of the *CDMARC Subjects: Reference Manual*. Also under preparation is a three-ring binder to package *Reference Manual*, which was forwarded to GPO for production.

Phase I of the Customer Information Management System 3.0, to automate the accounts receivable system, became operational in October. It was enhanced in January to support the creation and tracking of vouchers sent to customers for payment of CDS products and services. Nearly 11,000 orders for subscriptions and publications were processed, and 762 new accounts established during the six-month reporting period.

A microfiche contract was awarded for the procurement of fiche duplicates for *NUC Audiovisual Materials* and *NUC Cartographic Materials*. Another contract was awarded for *Name Authorities* and *LCSH* duplicate fiche. The division published *Hebraica Cataloging, LC Period Subdivisions Under Names of Places, Library of Congress Subject Headings*, 11th edition, *Library of Congress Classification Schedule Broadside*. It also sent for reprinting the *Subject Cataloging Manual: Shelflisting*.

Networking

The Network Advisory Committee (NAC) considered intellectual property rights in the library network environment during its March meeting. A discussion paper of significant issues was prepared as background material. Invited speakers included several copyright lawyers, an economist, and the policy planning advisor of the Copyright Office.

The Network Development and MARC Standards Office prepared two Network Planning Papers during March. They are No. 15, "Nationwide Networking: Proceedings of the Library of Congress Network Advisory Committee Meeting, July and December 1987," and No. 16, "Intellectual Property Rights in an Electronic Age: Proceedings of the Library of Congress Network Advisory Committee Meeting, April 22-24, 1987."

The USMARC advisory group discussed format integration at the January meeting of the ALA MARBI Committee.

New editions of several documents were prepared in December, *USMARC Format for Authority Data, USMARC Specifications for Record Structure, Character Sets, Tapes*, and *USMARC Code List for Languages*. New editions of the *USMARC Format for Bibliographic Data* and two additional code lists, *USMARC Codes List for Countries* and *USMARC Code List for Geographic Areas*, were completed and sent to CDS for publication. Revision was completed on the *USMARC Format for Bibliographic Data* to bring it up to par with other redesigned USMARC documents.

A faculty member of the library school at the University of Toronto met several times with staff of the Network Development/MARC Standards Office to prepare for a content analysis and

profile of the Library of Congress Classification schedules. Information gathered in this study will be used in the development of USMARC data elements for classification data, both Library of Congress and Dewey.

Updating programs to convert UKMARC bibliographic records to USMARC continues, and staff completed updating specifications for converting Japan/MARC to USMARC. MEKOF tapes from the Soviet Union and UNIMARC tapes from France were analyzed.

The LSP Record Transfer (Contribution) and Information Retrieval was operational with OCLC in March. Indiana University was the first OCLC NACO/LSP library. Princeton University and the University of Michigan joined Yale University as RLG NACO/LSP participants.

The LSP Applications Committee representatives from GEAC, NOTIS, OCLC, RLIN, TRLN, WLN, and the Library met several times to continue planning for the augmentation of LSP to include bibliographic records. They chose the National Union Catalog (NUC) symbol as the national level institutional identifier to be used in records transferred intersite via LSP.

The LSP Technical Committee neared completion of the first phase of a plan for migration of the Standard Network Interconnection (SNI) protocols towards compatibility with the final drafts of the International Organization for Standardization's (ISO) Open Systems Interconnection (OSI) protocols.

The Technical Processing and Automation Instruction Office (TPAIO) provided instruction in office automation and technical processing and communications, offering courses in word-processing and equipment training, electronic mail, teacher training for serials supervisors, and cataloging for non-catalogers. In January, TPAIO inaugurated a lending library with a basic reference collection of handbooks on office automation software packages and several personal-computer-oriented periodicals. It published the first issues of *TPAIO Tips*, a broadside on techniques for staff using personal computers at work. Working jointly with the Office for Descriptive Cataloging Policy, TPAIO assembled a self-instructional manual, *Library of Congress Online Catalog: An Illustrated Guide*.

Management Services

(Reports from some divisions formerly in the Management Services Department appear under Human Resources, below.)

Automated Systems Office

Installation of the digital switch is planned for July 1988 and the cutover date is scheduled for October. This cutover consists of all voice circuits in the Madison, Jefferson, and Adams buildings and up to 600 data circuits to be distributed throughout the three buildings.

The Library and AT&T are working together on the switch and also the premise wiring system. The pulling of cable in the Adams and Jefferson buildings is expected to begin in early 1989.

The optical disk experimental work with the Congressional Research Service (CRS) using the BIBL file has been completed successfully. Its microfiche operation can eventually be converted to optical disk. Three printers will be installed in CRS and a jukebox added to the optical disk facility.

The Computer Service Center has transformed its tape processing from one of predominantly reel-to-reel tapes to one of 3480 tape cartridges. These have reduced the amount of floor space required for storage and improved the overall reliability of tape processing. The phasing out of the Compucorp word processors was almost completed. The last machines to be phased out have been identified, and replacements are on order. The installed base of personal computers has now exceeded 1,000. This has increased the maintenance work load significantly. It has also created a strain on installation schedules for both terminals and PCs.

The User and Production Service (UPS) has taken over the maintenance of all of the newly developed software during this year without any major difficulties. UPS has continued to reduce the number of job abends (abnormal ends) and reruns during the last six months. The number of jobs run has increased, but the number of problem runs has decreased by ten percent. The program problems reported are also lower. Despite these improvements, UPS has started a program to bring about, in the next six months, significant improvements in reliability and performance of all of the major systems of the Library.

Enhancements to the Library's data communications environment were a major part of the workload of the Systems Programming Office. The conversion to release 1.7 of IBM's CICS, which is the software that controls most of the Library's online applications, proceeded with the modification and testing of current applications software on the new CICS. Most of the staff of the Automated Systems Office was involved with this conversion at some point during the first half of fiscal year 1988. The new CICS with all Library of Congress applications is expected to go into production during the second half of the fiscal year.

The conversion of almost all of the Library's 3270-type terminal population (Northern Telecom, Comterm, Sycor, AT&T 4540) to run with the Virtual Terminal Access Method (VTAM) was completed during November. Use of VTAM instead of the older Basic Telecommunications Access Method (BTAM) has made the Library's network more efficient, flexible, and easier to control and configure. Work also started on changing the Library's communications with the U.S. Senate to take advantage of VTAM cross-domain links.

To support the connection of Comterm and AT&T terminals from distant

sites, staff of the Systems Programming Office installed vendor-supplied software in the Comterm 3690 communications controllers to support the X.25 protocol. This new software allows the 3270-type terminals to connect to the Library via a public packet-switching network. The Library is using this type of access to connect terminals at three universities to its computer system via the Telenet network, as part of the National Coordinated Cataloging Project.

Another national-level distributed application, the Linked Systems Project, got a boost in performance and reliability with the production implementation of the Standard Network Interconnection (SNI), release 2.1. This facility was designed and programmed by the Systems Programming staff. With SNI 2.1, a more powerful communications minicomputer (a Data General MV10000) is used, with a new type of mainframe connection based on a Network Systems "Hyperchannel." This new mainframe-to-minicomputer link, which operates much faster than the old link, is also used for minicomputer-to-mainframe file transfers.

The MUMS Split project, whose objective was to improve MUMS response time and availability, was completed in January. Before the split, the MUMS system ran under a single copy of the CICS teleprocessing monitor. Now it runs in two copies, one for input/update operations and a second one for read-only functions such as searches. This allows the allocation of computer processing power and memory to MUMS more effectively, resulting in improved performance.

Besides these major projects, Systems Programming staff installed a number of new and updated software packages. Among these were a new tape management system for Data General minicomputers; a new release of the Job Entry Subsystem/2 (JES2), a major component of the MVS operating system; and new versions of LOOK and Librarian from Applied Data Research. The Datacom database management system was put into production in support of the first Datacom applications.

The Technical Systems Office (TSO) placed two releases of the HELP command into production, developed an interface for the Circulation Control Facility, and contributed technical leadership for the MUMS Improvement Project.

With the new capabilities of the HELP releases put into production on February 7, many of the most common user errors are corrected automatically and more explanatory messages appear.

The Circulation Control Facility interface to bibliographic data through MUMS moved to production in late March. Because of this interface Circulation Control has access to the MUMS database and thus avoids duplication of data.

The MUMS Performance Improvement (also known as the "MUMS Split") separates the MUMS Retrieval and Input/Update commands for operation in different regions with a better balance of workload. As a result, an improvement in user response time has been noted, as well as an increase in the number of commands executed.

Online Data Entry, a project to give CRS the capability to update its Issue Briefs file directly from a microcomputer rather than through ATS, is now in operation. The file is in production, but the update software is being run temporarily from a test region. The Issue Briefs unit has been successfully maintaining the Issue Briefs file since November 1987.

FETCH, a new command in both MUMS and SCORPIO for staff to generate a request to the Book Paging System while viewing the retrieved citation, was in final assurance testing and is nearly ready for Library staff use. This function allows a staff member who is searching either MUMS or SCORPIO on an authorized terminal to request a book directly and automatically from the book stacks without having to fill out a call slip. The FETCH function represents one aspect of the integration of the Book Paging System and is expected to increase the convenience of using the online catalog and the accuracy of Book Paging requests.

A prototype of Project 277 was demonstrated for Research Services and Processing. Project 277 introduces changes to SCORPIO and its file maintenance software, including the display of diacritics, correction of the browse list order, enhancement of retrieval and displays for the Books and PreMARC files, and the addition of the Maps file to SCORPIO. The next phase of the project will develop a Test Plan and a Conversion Plan.

The conversion of both MUMS and SCORPIO to a newer release of the teleprocessing monitor, CICS 1.7, has been led by the TSO staff who set up and tested the facility software so that staff in other offices of ASO could test the application software.

A release was placed in production allowing the Magazine Index to remain current with tape input arriving from the contractor. The large size of the file, with large numbers of updates and high level of secondary access points, had prevented timely incorporation of new or changed data.

The Systems Assurance Office assured and placed into production several major releases plus a number of smaller enhancements. These major releases included (1) the Automated Process Information File Release 2 (APIF 2), which replaced completely the original APIF software application, and (2) the MUMS Performance software, which resulted in the division of MUMS transaction processing between two online CICS regions.

APIF 2 provides greater functionality and increased efficiency over its predecessor. Follow-up studies of the MUMS Performance software, which involved significant changes to the supporting CICS regions in both the systems assurance and the production environment, have indicated improved service to all MUMS users.

Systems Assurance has worked closely with the data management staff to create a computer environment and associated procedures for assurance of

software developed using the ADR family of products. The data administration staff worked closely with the development staff to provide guidance and support in the data administration areas of the ACQUIRE and Serials Management projects.

The security staff continued to design and implement the full range of ACF2 security support for the CICS applications which were scheduled for release to production after CICS was upgraded to the CICS 1.7 release.

A project was initiated to develop a Library-wide integrated human resources system. Included in this system will be such functions as recruitment and placement, employment status administration, compensation, and staff development. This new system will integrate a number of functions and replace several older systems, allowing Library management to manage human resources more effectively.

Release 303C of INTELLECT was placed into production in early 1988. This upgrade to INTELLECT, which supports English-language query of the Personnel Data System, significantly expanded the functions available under INTELLECT. The number of staff within the Personnel and Labor Relations Office with access to the Personnel Data Query System through INTELLECT was expanded.

Work began on a project to further upgrade the Personnel Data System and expand the use of INTELLECT. This update will include the installation of release 303D of INTELLECT, testing of the ability to download INTELLECT data from the mainframe to microcomputer, and identification of current Personnel batch reports which can be replaced by INTELLECT.

The Exception Tracking System (ETS) is an adjunct to COINS for monitoring many kinds of exceptional cases which can occur during the copyright registration process. ETS will replace an earlier correspondence management subsystem and improve the management of the work flow in the Copyright Office.

An enhancement of COPICS is in progress to provide for the online retrieval of serial records in a manner consistent with monographs and documents. This enhancement will improve the searching of the 5,000,000-record copyright registration database.

COPICS was enhanced by a review and upgrade to box number processing. This change will simplify the procedures by which materials are stored and retrieved at the Landover, Md., warehouse.

COPICS history file records of monographs and documents were extracted, converted to a sequential format, and transmitted via tape to the Library's Cataloging Distribution Service (CDS). Procedures were established which can regularly provide weekly updates to the history file.

Analysis is in progress on a design approach with emphasis on the selection of a micro-based Database Management System (DBMS) and network to assist the Copyright Licensing Division.

The third release of the ISIS Enhancement Project was completed and installed in production. ISIS is the automated system used by CRS to monitor the processing of congressional requests. This release provides improvements for division access and data entry. The fourth and final release to the project is near completion and will include an upgrade to the overall system documentation and provide major improvements to the system archive procedures.

The analysis and design for a SCORPIO CRS Products file was completed. This new file, available to CRS and the Congress, will showcase CRS produced reports and studies. It will allow word proximity access, display of records in order by most recent product first, and the ability to order a CRS product directly from the retrieved set obtained during the SCORPIO session.

Also implemented was a new SDIF SAMANTHA Print facility which will allow CRS to produce photocomposed documents from retrieved SCORPIO sets as well as to create on-demand bibliographies.

The new Automated Process Information File (APIF 2) was released to production in October. APIF is the application system used to track the progress of bibliographic materials as they go through the cataloging process and is part of the Library's online cataloging operation. This new version of the system that was originally implemented in 1973 expands the number of fields which can be input and utilized by all catalogers and also brings the application under the same software umbrella as other online cataloging (MUMS) input-update applications.

Progress continues on the projected Serials Management System (SMS) and the acquisitions system, ACQUIRE. Both systems, which will take several years to complete, are being developed to provide major new components necessary for automating and streamlining vital Library internal processes.

The Circulation Control Facility Release 1.1 has been placed in production. Initial components include the Patron Account Subsystem, the Charge Item Subsystem, the Checkin-Checkout Subsystem, Collection Tracking Statistics, and the online interface between the Circulation Control System and the MUMS cataloging system. The Circulation Control System has been implemented using the DATACOM database and the IDEAL fourth generation language.

The first release of Generalized Bibliographies provides for normal MUMS input, update, and searching, as well as a new function for copying of records from other MUMS files. A second release is nearing completion and will permit input of nonbibliographic data, such as cross references, introductions, and section headings, together with selection and sorting of records for an annual volume of the *Handbook of Latin American Studies*.

The PreMARC input and update application, a subsystem under MUMS, was placed into production. The PreMARC file of some 5,000,000 older

bibliographic records has been available for searching online for several years, but Library staff will now be able to make online corrections to this large file and, therefore, make it much more useful for catalogers, for reference librarians, and for patrons. Additionally, the entire PreMARC file has been reindexed to ensure consistency of search results with current indexing criteria.

Central Services Division

The Central Services Division satisfied 138 requests for telephone installations and completed another 315 requests for repair of telephones. All requirements for telephone service were met involving the move of offices in conjunction with the renovation of the Jefferson and Adams buildings. All telephone installations and related work were completed by in-house telephone mechanics resulting in considerable savings to the Library.

The Library of Congress administrative radio network, which incorporates all non-security type traffic, was modified to include the Library of Congress paging system. All pagers have been converted to the administrative radio network frequency.

Preparations are under way to ensure a smooth transition from the current CENTREX telephone system to the proposed American Telephone and Telegraph (AT&T) System 85 Digital Switch. Emergency telephone numbers that will remain operational in the event of a switch failure are being identified along with telephone numbers that will be directed to an interrupt recording when the present 287 prefix is changed to a 707 prefix. The effective date will be announced by the Library.

A new telex machine has been delivered in the Communications Unit. The major advantage for using this machine is its ability to transmit messages via ordinary telephone lines, thereby saving on the cost of a dedicated line.

The Cataloging in Publication Division (CIP) is taking advantage of a new postage rate called "Merchandise Return Service" now offered by the United States Postal Service (USPS). This is a special fourth class book rate that enables CIP to provide labels to libraries and other organizations for the mailing of books to the Library of Congress. The specially marked labels are identified by USPS and the Library is charged a reduced rate. Approximately $20,000 in postage savings may be realized in fiscal year 1988 by CIP as the result of this action.

A visit was made to one congressional office to provide advisory service on records management. An additional six offices requested and were sent copies of the *Guide for the Creation, Organization, and Maintenance of Records in Congressional Offices* and the *Congressional Subject Classification Outline*.

Forty-six cubic feet of records were transferred to the Manuscript Division for inclusion in the Library of Congress Archives. Included in this material were 18 cubic feet of Motion Picture correspondence files (1930–1940); six cubic feet of MacLeish-Evans material, and other miscellaneous records.

A total of 284 forms was processed during this period. Included in this total are 24 new forms, 73 revised forms, and 187 reprints. Another 15 forms were canceled.

Forty Instruments of Gifts received during calendar year 1987 were microfilmed during this reporting period.

Procedures for handling charged correspondence from the Central Files Unit were reissued to departmental secretaries as a reminder of the procedures and to benefit staff not familiar with the procedures.

The Graphics Unit processed 1,904 separate items. The type of material processed included office identification, posters, charts, diagrams, flyers, overhead transparencies, certificates, signs, and other graphic displays. Some of the more significant accomplishments include identification signs for the renovated Center Room, Adams building; specially designed posters for the renovation and restoration project; design of a logo to be used on the Management and Planning Committee (MAP) newsletter and stationery; and charts used at budget hearings.

The Printing Unit produced 20,649,430 impressions during this reporting period compared to 18,391,305 last year and diverted another 5,858,632 impressions to the Government Printing Office, compared to 3,282,664 last year. This year's total of 26,508,602, compared to 21,673,969 produced during the same period last year, represents an overall increase of 18 percent. In-house production increased 11 percent.

The Composing Unit produced 1,246 camera-ready pages compared to 979 the previous year. This 21 percent increase in production is attributable to the hiring of an additional editorial assistant to fill a temporary position in the unit.

The Printing Unit continues to be involved in the missing children campaign sponsored by the National Center for Missing and Exploited Children, Department of Justice. Each month 12,000 flyers are printed on behalf of the Cataloging Distribution Service and 8,000 envelopes are printed for the Copyright Office. A different photograph and identity of a missing child is printed each month.

In conjunction with a contract between the Department of the Army and the Federal Research Division (FRD), the Composing Unit began its commitment to typeset country handbooks on behalf of FRD at the rate of approximately ten per year. The first book, on Syria, is in its final stages of preparation and work has commenced on a volume on East Germany. In order effectively to handle the production schedule outlined in the contract and to enhance capabilities of the Composing Unit, several publishing systems that could be used to complement the Powerview equipment now in place are being investigated. Such a system would greatly improve publishing capabilities and would permit material to be typeset in-house much quicker than previously,

resulting in Library publications being produced at significant cost savings.

In addition to the regularly scheduled weekly, monthly, and quarterly publications, the Composing Unit revised several publications and compiled advertising materials to coincide with the closing of the Main Reading Room and the renovation of the Jefferson and Adams buildings.

The number of subscribers on the computerized mailing lists was increased by approximately 1,400 names as the result of 15 new subscriber lists being created. Work has commenced on purging mailing lists, enlisting the aid of divisions which are responsible for the lists. A new program for the mailing list system has been created and is now in the testing stage. It is anticipated that the program will become operational during the latter half of this fiscal year.

Financial Management Office

Prior year balances were recorded and are now being reported in the new FARS general ledger accounting system. Online review and reporting capabilities are being developed and work is proceeding to provide the monthly Status of Funds report on a more current basis.

The Disbursing Office began depositing all Treasury checks directly with the Federal Reserve Bank of Richmond, reducing administrative and operational costs. Electronic Funds Transfer (EFT) payments to vendors via the Federal Reserve Bank of Richmond was initiated with the installation of a personal-computer-based telecommunications link.

Work is under way to comply with P.L. 100-86 (August 10, 1987), Title X of which established shorter time limits for cashing Government checks and filing claims against such checks.

Library Support Services Office

Work continued on implementation of P.L. 100-135, a bill changing the organizational title of the Library of Congress Special Police to Library of Congress Police and to make the rank structure and pay for Library police the same as the rank structure and pay for the Capitol Police. New position descriptions were prepared for the ranks of private (to include private with training and private first class), technician, detective, inspector, and deputy chief. In addition, it was determined that privates at the Library who met the time-in-grade requirement would be paid at the private first class rank retroactive to October 12, 1987 (the effective date of the pay legislation). Pay adjustments were also made for supervisors to give them full credit for their length of Library service to determine the appropriate step under the new pay schedule.

Effective January 4, custodial services in the Adams Building were contracted to International Service System (ISS). Contracting this work resulted in abolishment of 25 budgeted positions associated with the in-house custodial effort. All staff were placed in other positions in the Buildings Management Office and in other divisions in the Library.

As a part of the Fiscal Year 1989 Appropriation language, the responsibility for the maintenance of the Library's grounds was transferred from the Library to the Architect of the Capitol effective January 3. Funding for six grounds-maintenance positions was removed from the Library's budget to the Architect of the Capitol. The grounds crew will continue to be physically located at the Library of Congress.

As a result of the increased number of health-related complaints from staff, the National Institute for Occupational Safety and Health (NIOSH) prepared a protocol for a collaborative study of health complaints associated with the Madison Building, to identify, quantify, and validate the nature and extent of employee discomfort, and to identify just which factors (physical, psychological, environmental, etc.) are significant contributors. Other agencies involved in the study will include the Environmental Protection Agency, Department of Energy, National Bureau of Standards, Yale University, and the University of Michigan. The data gathered during this survey will be most helpful to the Library and to the Government because the results can be applied to other "closed" buildings which were constructed during the era of high concern for energy conservation. The Library is searching for various funding sources to cover the costs of the study which are estimated at $775,000 over a two-year period.

Photoduplication Service

Renovation and restoration work in the Adams Building has resulted in much disruption to the Photoduplication Service and a substantial reduction in productivity, particularly in the Photographic and Electrostatic Print areas; the service has lost the use of one microfilm camera room for at least two and a half months.

Despite such problems, progress was made on filming titles for the British Library under the auspices of the American Trust for the British Library. Microfilm was supplied for 355 titles of the 476 requests from the *Harvard Guide to American History* and 468 titles were microfilmed from the Travel Bibliography Part II. The service is currently searching a transportation bibliography consisting of 620 titles.

As had been noted earlier in these reports, storage space in the Master Negative Microfilm Vault has been exhausted for some time. Planning began more than a year ago to use one of the vaults at the Library's Landover facility for an expansion of the Adams Building storage area. Shelving has been erected in the Landover vault and, within the next six months, substantial segments of the master

negative microform collection will be moved to that location.

The service, with the assistance of the Overseas Operations Division, is working on a comprehensive list of Indian newspapers and serials available on positive microfilm. During the past six months, the service has issued flyers in response to numerous inquiries for photographic prints relevant to issues of current interest: Washington Architecture, Ellis Island and Immigration, Votes for Women, and the U.S. Constitution. Institutions and individuals interested in copies of the flyers can obtain them by writing to the Library of Congress, Photoduplication Service, Department C, Washington, DC 20540.

Procurement and Supply Division

The Contracts Section entered into negotiations for several major Library procurements including the acquisition of a replacement mainframe computer, a digital switch to handle the Library's telephone needs, a strategic information system for automation planning, and selection of an expert for a Management and Planning Committee (MAP) study.

In addition to internally generated contracting efforts, the section awarded more than 175 information technology contracts in response to programs sponsored within the Federal Library and Information Center Committee (FLICC). Major procurements were also undertaken on behalf of the Department of Defense to develop a local automation model. Several international contracts were negotiated to serve Federal sectors overseas and agencies in need of foreign information files at U.S. locations.

The Procurement Section continued to provide an increasing level of services in support of all Library operations. Compared with the same period last year, 19 percent more requisitions were processed and 7 percent more purchase orders issued with a 12 percent increase in expenditures.

A number of blanket purchase agreements were negotiated effectively decentralizing the procurement of frequent low-cost orders. This led to the improvement of service to operating elements and has allowed procurement staff to deal with more specialized requirements.

Human Resources

(Containing reports on divisions formerly part of Management Services Department)

Librarian of Congress James H. Billington announced on January 19 that Glen A. Zimmerman, formerly Associate Librarian for Management, would assume the new title and role of Associate Librarian for Human Resources. In his new capacity, Mr. Zimmerman is responsible for all personnel, labor relations, equal employment opportunity, and affirmative action programs which had been part of the Management Services Department. Given the centrality and complexity of human resource questions at the Library, Mr. Zimmerman has been devoting full time to these important questions and reports directly to The Librarian.

Affirmative Action Office

The Staff Training and Development Office was asked by Mr. Zimmerman to form a joint labor-management task force which was charged with recommending new guidelines and procedures for use in making the selections for the fiscal year 1988 Affirmative Action Fellowship Awards. The guidelines and procedures were needed to cope with the large number of applications and to establish a fair system for selection. The group completed the task in time for the fiscal 1988 Affirmative Action Fellowship application period.

Eligible staff members were given until December 9 to submit applications for the following series: social science analyst, economist, foreign affairs analyst, computer science specialist, administrative officer, copyright specialist, librarian, attorney, and technical information specialist. A panel, consisting of members of the Staff Training and Development Office, AFSCME Local 2477, AFSCME Local 2910, CREA, and several members representing management, interviewed more than 100 staff members. The panel submitted its recommendations to the Associate Librarian for Human Resoures, who awarded 72 Affirmative Action Fellowships for fiscal 1988.

During this reporting period, the Affirmative Action Office concentrated its activities on the Library's 1988 Black History Month Celebration. With the help of AFSCME Locals 2477 and 2910, the Daniel A.P. Murray Afro-American Culture Association, the Women's Program Office, and the Staff Training and Development Office, the month-long celebration officially began in the Coolidge Auditorium on February 9. Highlights of the day's program were a musical selection by the Eastern High School Ensemble, and a keynote address by Andrew Young, Mayor of Atlanta, Ga., who spoke on this year's theme, "The Afro-American and the Constitution: Into the Twenty-First Century." Dr. Billington delivered the opening remarks at the beginning of the program. A luncheon in Mayor Young's honor followed. On February 16, the Howard University Jazz Ensemble played to an enthusiastic audience in the Coolidge Auditorium.

The Women's Program Office sponsored a brown-bag luncheon on February 17, with Charlynn Spencer Pyne, children's librarian, National Library Service for the Blind and Physically Handicapped, speaking on the topic, "Black Americans and the Constitution: Yesterday, Today, and Tomorrow."

A scholarly symposium, titled "Writing and Teaching of Black History," took place on February 24. Symposium participants and their topics were: Arnold Taylor, professor of history, Howard University–

"Expanding Horizons and New Sympathies"; Roland C. McConnell, professor emeritus, School of History, Morgan State University—"Writing and Teaching of Black History: Pioneers, Trailblazers, and Pathfinders"; Sharon Harley, professor, Afro-American Studies, University of Maryland—"The Missing Link: Women in Afro-American History"; Willia E. Daughtry, professor, School of Music, Hampton University—"An Unknown Bard: An Episode in the Teaching and Writing of Black Music History"; and David Driskell, professor, School of Art, University of Maryland—"The Black Visual Artist as Recorder of History." Sandra M. Lawson, reference specialist in Afro-American history, General Reading Rooms Division, served as symposium moderator. Debra Newman, specialist in Afro-American history, Manuscript Division, gave the closing remarks.

To add variety to this month-long celebration, the Library screened two documentary films on the Black experience.

Graduate Cooperative Education Program

Two sessions of the Graduate Cooperative Education Program were held during this reporting period. The first session (September–December) began in October with the selection of two participants who were assigned to the Congressional Research Service and National Programs. One of the participants received an Indefinite appointment (not to exceed 13 months).

The second session (January–April) began in October with the selection of one participant who was assigned to Processing Services. This participant has been offered an Indefinite appointment (not to exceed 13 months).

The Graduate Cooperative Education Program is one of the Library's major recruiting programs for hiring minorities and women into its workforce. The purpose of the program is to introduce graduates and graduate students to the Library and its employment opportunities, with the expectation that they may seek permanent employment with the Library.

Women's Program Office

Among activities carried out under the direction of the Women's Program Office, accomplishments are noted in the areas of personnel data analysis, women in management, minorities in management, child care, and the selection of new members for the Women's Program Advisory Committee.

Personnel Data Analysis

In October, executive officers from all Library departments submitted annual statistics showing the number of women and minorities in management-level positions. Data by sex have been collected since 1977; data by race and ethnicity have been collected since 1983.

Since 1977, the Women's Program Office has collected data on women in various categories of administrative and management positions. Data on the number of staff members who are supervisors and the percent of these who are female were collected for the first time in 1986.

Between 1977 and 1987, the percentage of women who are department heads increased from 14 percent to 25 percent. The number of female deputy department heads increased from 23 percent (of a total of 13) in 1977 to 37 percent (of 27) in 1987. Female division chiefs increased from 16 percent (of 73) to 26 percent (of 90), and assistant chiefs increased from 20 percent (of 56) to 34 percent (of 62).

Between 1980 and 1987, the percentage of section heads who are women dropped slightly from 44 percent to 43 percent. Female executive officers, on the other hand, increased from 13 percent (of eight) to 17 percent (of six).

During this reporting period, the Women's Program Office also compiled information on the total number of staff and percent of minorities in several management categories for the years 1983 through 1987. Between 1983 and 1987 minority department heads increased from none (out of seven) to 12.5 percent (one out of eight). Deputy department heads who are minority group members dropped slightly from 16.7 percent (of 24) to 14.8 percent (of 27). Division chiefs also dropped from 10.8 percent (of 93) to 8.9 percent (of 90). Of the 67 assistant chiefs in 1983, 19.4 percent were minorities as compared to 16.1 percent (of 62) in 1987. Section heads also dropped from 25.4 percent (of 307) in 1983 to 18.0 percent (of 256) in 1987. On the other hand, minority executive officers increased from 12.5 percent (of eight) in 1983 to 16.7 percent (of six) in 1987.

Tables with the full data on "Women in Management" and Minorities in Management" are available from the Women's Program Office.

The Federal Women's Program Manager met with representatives from the Automated Systems Office (ASO) and the Personnel and Labor Relations Office to discuss updating and improving the Library's automated personnel data system.

From February 1 to 5, the Federal Women's Program Manager participated in a functional users group to identify the major activities in the human resources area and for ASO's Human Resources Project, a planned integrated database for the Library.

Child Care

Under the terms of the September 15, 1987, Cooperative Agreement between the Library and Capitol Hill Hospital, the hospital began to renovate and equip space in order to accommodate up to 50 children of Library staff. On October 8, the Women's Program Office hosted a brown-bag luncheon in the Mumford Room for all staff members interested

in enrolling their children in the Child Care Center and forming a parent advisory committee. The director of the Capitol Hill Hospital Child Care Center (CHH/CCC) and the president of the CHH/CCC Parent Advisory Committee discussed and answered questions on the role of the advisory committee. The Library and CHH/CCC conducted an initial registration for Library staff members on October 21 and 22. Approximately 35 parents enrolled 41 children for the renovated center, scheduled to open in November.

The Associate Librarian for Human Resources and his staff visited CHH on October 30 and toured the renovations for expanding the CCC. The hospital and the Library mutually agreed that the remodeled facility would not open to children of Library staff members until the first part of January.

On December 29, the Associate Librarian for Human Resources was told by the assistant administrator for professional services at CHH that because the hospital had not obtained a zoning variance from the District of Columbia Government, the expanded child care facility could not open in January as anticipated. In a subsequent meeting with the labor organization presidents and the Library's parent advisory committee, the assistant administrator for professional services announced that the hospital board had decided not to pursue the zoning variance before the D.C. Board of Zoning Adjustment. Instead, the board decided to couple a zoning variance request with an overall five-year master plan for the hospital. The plan will include an expanded child care facility, most likely to be housed in a renovated building near the hospital. The expanded facility will not be available for children of Library staff until some time in the future. Because the hospital was unable to complete performance under the cooperative agreement, the Library requested and received from CHH all funds that had already been disbursed.

Throughout the winter months, the Women's Program Office actively explored other options for providing child care services to Library staff. Along with the Library's Child Care Advisory Committee (CCAC) and the labor organizations, the office assisted parents in placing their children in nearby centers until other arrangements could be made. The Associate Librarian for Human Resources and the manager and staff assistant for the Women's Program Office toured child care centers within walking distance of the Library.

At a meeting with The Librarian of Congress on March 18, members of the CCAC as well as the president of the three labor organizations reiterated their interest in establishing an on-site child care center at the Library of Congress. The Librarian discussed his plans for the renovation/restoration of the Jefferson and Adams buildings. He noted the possibility of space in the Adams Building for an on-site center and stated that he would approach this issue from a human needs perspective. He requested that the CCAC be reconvened to look at other options for child care in the area, such as churches, and he agreed to meet with the group in about three months.

The CCAC subsequently met on March 30 to explore other options such as churches, schools, and modular units. When the CCAC and the Women's Program Office have reviewed available options, the Associate Librarian for Human Resources will present a report to The Librarian.

Women's Program Advisory Committee

During October and November, the Women's Program Office and its Advisory Committee ordered new books and periodicals for the Women's Program Resource Center. On December 7, the center officially opened with a brief ceremony in the Mumford Room.

Alexandra Armstrong, President of Alexandra Armstrong Associates, Inc., spoke on "Basic Financial Planning—Making the Most of Your Savings and Changes in the New Tax Law," at a brown-bag luncheon held on March 8, International Women's Day.

On March 16, The Deputy Librarian of Congress selected nine new members to serve on the WPAC for two-year terms.

The new committee represents a cross section of Library staff by such factors as race, national origin, and age.

The WPAC is planning a series of programs on credit in conjunction with the Welfare and Recreation Association and the Credit Union.

The Equal Employment Opportunity Complaints Office

During this reporting period the Equal Employment Opportunity Complaints Office's (EO) reporting authority changed from the Associate Libarian for Management to the Associate Librarian for Human Resources. An EO task force recommended methods and means to attempt to achieve a 90-day period for completing investigations of discrimination complaints. It is hoped these changes also will prevent future backlogs of complains. The changes were approved for implementation as of May 2. Additionally, the Associate Librarian for Human Resources, the director of personnel, counsel for personnel, the chief and assistant chief of EO, and the counsel for EO met with each of the Library's department heads in an effort to review and discuss EEO complaints in their respective departments, and to resolve as many as possible. By the close of the reporting period, approximately 50 complaints had been identified for possible resolution.

Caseload

At the end of September 1987, there were 26 informal and 107 formal complaints in EO, for a total of 133 complaints pending. From October 1 to March 31, 57 new matters

and one reinstatement (informal) were received, totaling 191. Eleven matters became formal complaints. Forty-one informal and 27 formal complaints were resolved during the first half of fiscal year 1988. As of March 31, there were 32 informal and 91 formal complaints, for a total of 121 complaints pending. Of the 91 formal complaints pending, 21 were at the hearing level.

Staff Training

The legal counsel, EO, attended the program "EEO Practitioners' Forum 88" held in Arlington, Va., on March 15 and 16. Two EEO staff members completed the requirements as notaries for the District of Columbia and were sworn in. This should aid the office in finalizing affidavits. The chief delivered lectures on the processing of equal employment opportunity complaints at three Library gatherings during this period, and presented two special sessions to members of CREA concerning the same subject.

Personnel and Labor Relations Office

Budgetary constraints had an impact in the Personnel and Labor Relations Office throughout the first half of fiscal year 1988. The most pronounced effect occurred in the work of the Recruitment and Placement Office through its implementation of eight reductions-in-force (RIFs) affecting 51 staff members. The two largest RIFs involved the Buildings Management Office of the Management Services Department and the Federal Research Division of the Research Services Department.

In the Buildings Management Office, 15 permanent wage-grade staff were separated from their positions as a result of the Library's decision to contract out the cleaning of the Adams Building. All staff members were successfully placed, although 14 were placed in lower graded positions, five of which were temporary.

In the Federal Research Division, a cutback in funding necessitated the displacement of 27 staff members, seven of whom were conditional. Of the 20 entitled to placement under the RIF procedures, all received offers of positions; three were placed in equal graded positions, 13 in lower graded positions, and four declined offers made to them and were separated. Decreases in work load accounted for most of the other RIFs.

A major revision of the *Supervisor's Manual*, involving the revision and reissuance of more than 20 policy memoranda, was completed during the reporting period. This project also included the issuance to all staff of a comprehensive memorandum, "Guidelines and Procedures for Alternative Work Schedules."

The open season for the new Federal Employees Retirement System (FERS) ended as of December 31. More than eight percent of the Library's staff changed to the new system.

Toward the end of the reporting period, the Library had begun negotiations with the American Federation of State, County, and Metropolitan Employees (AFSCME) Local 2910 on the ground rules for negotiating a new master labor agreement.

The Labor Relations Office received three new Unfair Labor Practice charges, two of which were withdrawn during this same period with the approval of the Federal Labor Relations Authority. The remaining Unfair Labor Practice charge involves a denial of guild representation at a meeting. An Unfair Labor Practice charge pending from a previous reporting period, alleging a chilling effect on filing grievances, was withdrawn by the labor organization with approval of the Federal Labor Relations Authority.

In this reporting period, the Labor Relations Office processed a total of 17 grievances filed by bargaining unit members or by labor organizations under the negotiated grievance procedures. Grievances dealt with a variety of issues including: duty assignment, overtime, performance rating, rating panel, promotion plan, improper grievance response, Absence without Leave charge, counseling session, excused absence for snow, and failure to bargain adverse impact. The Labor Relations Office also has responsibility for grievances filed under the agency grievance procedure for employees not in the bargaining units. None was filed during this period.

Another major area of endeavor of the Labor Relations Office continued to involve impact bargaining and covered a wide variety of subjects. These included: performance requirements, several reorganizations, compflex exclusions, part-time regulation, hours of duty, closing of the health room on Saturday, closing of the Main Reading Room, and others. The services of both the Federal Service Impasses Panel and the Federal Mediation and Conciliation Service were successfully called upon in completing performance standards negotiations in the MARC Editorial Division.

The Health Services Office staff responded to 6,608 walk-in visits from staff members and visitors to the Madison Health Room and the Taylor Street Annex Health Room. The nursing staff responded to 59 emergencies. The Health Services Office also performed 130 physical examinations and 82 other diagnostic procedures. The office also reviewed eight requests for fitness-for-duty examinations and three applications for medical disability retirement.

Eighty-seven work-related injury claims were filed by Library staff, while 54 injuries of this total involved both medical expense and loss of time away from the workplace.

Included among the various health programs conducted during this period were: the weight/nutrition classes with 50 staff members participating; the pre-natal groups with 14 participants; the Influenza Vaccination Program with 440 staff members participating; the Great American Smokeout, an annual program to encourage people to stop smoking, with 35 staff members participating; and the Glaucoma Detection Screening

Program, with 425 persons participating. The Library, in collaboration with the American Red Cross, also conducted three Bloodmobile drives during this period with 801 staff members participating.

Under the Library's Employee Assistance Program, the Staff Relations Office reported a total of 535 contacts with staff members seeking counseling and assistance on a wide variety of issues such as leave problems, drug and alcohol abuse, and emotional health. In addition, 899 contacts were made with supervisors. Seventy-two contacts were made with family members and treatment facilities. The Library's consulting psychiatrist, who sees clients on a short-term basis, made a total of 92 employee-assistance-related contacts.

The Employee Assistance Joint Advisory Committee recently established an Eldercare Discussion Group. The group shares information on community resources and also discusses strategies for coping with problems of the elderly. In February, a staff relations specialist presented an overview of psychological, physical, and social changes that occur in the aging process. In March, a representative from the Northern Virginia chapter of Alzheimer's Disease and Related Disorders Association gave an update on developments in the management of Alzheimer cases.

The Staff Relations Office handled 12 fitness-for-duty examinations. As this reporting period closed, six cases were pending; three persons were determined fit for duty and returned to regular duty status; one request was denied by the Health Services Office; one staff member resigned prior to having the examination; and one was found not fit for duty and was separated due to disability.

At the December Incentive Awards Program for which the Staff Relations Office is responsible, a total of 517 cash and honorary awards were presented to staff members for their achievements, the Library's largest such program ever. In a separate ceremony 143 staff members received quality increases.

The coordinator of the Library's Program for the Handicapped was involved in a variety of efforts to provide direct services to handicapped staff members, their supervisors, and the Library in general. These services included counseling regarding work related problems, reasonable accommodation, domestic and financial issues, as well as on-site interpreting for deaf staff members. In addition the Library held its fourth annual Handicapped Awareness Program. An added attraction to the program was a special screening of an award-winning documentary film, "When Sound Is Silent," produced by Roy Schmitt of the Congressional Research Service. The film featured Barry Nichelsberg, a sign-language interpeter for the performing arts.

The Recruitment and Placement Office, even with budgetary constraints, received and processed 9,186 applications for employment, administered 3,194 tests, conducted 132 rating panels, and processed 1,001 Personnel Action Recommendations.

As of March 31, there were a total of 54 staff members in the Library's Priority Placement Program, including 21 who became eligible for the program through RIF actions which occurred during this reporting period. Nine participants, previously in the program, had their eligibilities terminated during this period. Of these, four were removed due to placements through the program; three were removed due to career-ladder promotions; one resigned from the Library; and one declined a placement offer.

In addition to its regular recurring work load, the Recruitment and Placement Office accomplished the following during this period: jointly established a Graduate Recruit Program with the Congressional Research Service; successfully placed all interns of the 1987–88 Intern Program; recruited and participated in the selection of the 1988–89 Interns; revised the Administrative Detail Program's rating panel procedure; and continued extensive outreach efforts in the recruitment of Hispanics to the Library.

The Hispanic Employment Program coordinator continued to initiate external recruitment efforts to attract qualified Hispanic applicants, disseminate information on Library career opportunities and affirmative action programs, provide ongoing career counseling, assist department managers with recruitment strategies, and provide them with appropriate referrals for the Graduate Cooperative Education and the Affirmative Action Recruit Programs.

The Position Classification and Organization Office approved and processed: proposed reorganizations in the Processing Services Department, including the Cataloging in Publication Division, Order Division, Catalog Management and Publications Division, and the Office of Subject Cataloging Policy; three in the Research Services Department, which include Microform Cataloging, the European Division, and the Performing Arts Library; the Automated Systems Office in the Management Services Department; and the Information Office (the separation of the Sales Shop) in National Programs.

A classification survey, evaluating all Library of Congress positions in the Computer Specialist Series GS-334, was completed during this period; this involved a total of 54 positions with 164 incumbents. This office also developed and initiated a three-year maintenance review and survey program for the entire Library. As part of its workload during this reporting period, this office established 69 new positions, reclassified 45 existing positions; redescribed 106 positions, canceled 64 positions, regraded six positions; amended 116 position descriptions and approved 219 promotion plan personnel action recommendations. The Staff Training and Development Office processed more than 2,000 requests for training during this period. This office also conducted or coordinated 22 training sessions, in which there were

341 participants. Of this number, 191 were supervisors attending five courses specifically for supervisors. Twenty-one supervisors attended the Employee Assistance Program training course given during this period.

The fiscal year 1987 Affirmative Action Fellowship Program came to a close with 77 of the 95 selectees remaining active through the final semester. In December, this office conducted the selection process for the fiscal year 1988 program, using the revised process developed by the task force which was convened to recommend a redesign of the selection process for the fellowship program. There were 106 applicants; all were interviewed, and 72 were selected. Counseling focused on the new recipients. This office designed a career development program, consisting of formal sessions as well as individual and group counseling, for more than 150 deck attendants in the Research Services Department. One slot for the Federal Executive Institute training was filled.

During this reporting period, the Personnel Operations Office processed 308 appointments as compared to 273 for the corresponding period last fiscal year and 204 resignations compared to 138 for the same period last year. In addition there were 65 terminations of temporary appointments, one military separation, four deaths, three removals, one separation because of disability, three disqualifications, and 44 retirements. Approximately 550 staff members were counseled on retirement matters and 222 annuity estimates were computed. The office processed a total of 4,497 personnel actions as compared to 4,349 in the corresponding period last year.

In addition, the Personnel Operations Office conducted three open seasons simultaneously: the new Federal Employees Retirement System; the Thrift Savings Program; and the Health Benefits Program.

During this reporting period, the Office of Counsel for Personnel represented the Library in hearings on four appeal cases. The office also received 13 new appeals. In decisions received on eight appeal hearings, all were favorable to the Library. Eighteen administrative inquiries were also conducted.

National Programs Department

The National Programs Department, in the first half of the 1988 fiscal year, provided access to some of the Library's vast resources through dozens of projects that included new publications, recordings, exhibits, symposia, electronic networking, and the opening of state centers for the book.

Susan Bates joined the department as sales shop manager after more than eight years of retail marketing experience with the Smithsonian Institution. In addition to managing the day-to-day operations of the Library's Sales Shops, Ms. Bates will be developing a wide variety of retailing opportunities throughout the department and the Library.

Chaired by the Librarian of Congress and Ruth Ann Stewart, assistant librarian for national programs, the Library's 1988 Combined Federal Campaign (CFC) netted $195,894 in staff contributions to community-service programs. In exceeding its $190,000 goal by 3 percent, the Library was one of 77 Federal agencies that surpassed their campaign goals.

American Folklife Center

New publications and recordings issued by the American Folklife Center during this reporting period include: *Quilt Collections: A Directory for the United States and Canada,* a 255-page paperback, compiled by program specialist Lisa Turner Oshins; and a new cassette recording, specially packaged, of "Great Basin: Paiute, Washo, Ute, Bannock, Shoshone," AFS L38, which was first issued as the eighth album to appear in a series titled Music of the American Indian, Recorded and Edited by Willard Rhodes. A selection of Archive of Folk Culture field recordings, made by John and Alan Lomax in the 1930s, is featured on a record of Cajun music recently issued by Swallow Records of Ville Platte, La. ABC News televised a special report on these recordings January 4.

The center's indoor season of public programs in the Whittall Pavilion included two illustrated lectures, one on festivals of death and life by Jack Santino of the Department of Popular Culture at Bowling Green State University, and another on British folk drama by Paul Smith. In December, traditional holiday foods were the subject of lectures and sampling. In March, the center held a briefing on the Lowell Folklife Project for congressional staff, the press, and the folklore community. Also in March, the center held a ceremony and reception acknowledging receipt of the Fahnestock South Sea Collection. Librarian of Congress James H. Billington and three members of the 1940 expedition participated. News coverage of the ceremony included a feature on the Cable News Network.

In other activities, archivist Marsha Maguire, with the assistance of the Music Division and the Special Materials Section of the Processing Division, cataloged approximately 75 monographs shelved in the archive's reading room that had not been entered into the Library's MUMS databases. The new serial and monograph records were added to the Archive's personal computer-based local catalog, which now includes all monographs and series in the Archive of Folk Culture Reading Room. Other major cataloging work included the computerized cataloging of 1,335 American Dialect Society disks.

The American Folklife Center Board of Trustees gained three new members appointed by the president pro tempore of the Senate. They are Marta Weigle, chair of the American Studies Department at the University of New Mexico, appointed on November 12, 1987 for a term

ending in March 1992; William L. Kinney, reappointed on March 19 for a term ending March 1994; and Johnnette Cole, president of Spelman College in Atlanta, Ga., appointed on March 31 for a term ending March 1992.

Center for the Book

New state centers for the book were approved for Connecticut, Indiana, Kansas, and Ohio. Except for the Kansas Center for the Book, which will be at the Topeka Public Library, each will be located at its respective state library. The affiliation of the Florida Center for the Book with the Center for the Book in the Library of Congress was approved for another three years. The California and Iowa Centers for the Book held their opening events. Centers for the Book in Michigan, Wisconsin, and Florida hosted the *A Nation of Readers* photography exhibition.

"1989—The Year of the Young Reader" was adopted as a theme of the Center for the Book and the Children's Literature Center. A logo was developed and planning committees were established in several states.

The Center for the Book sponsored one lecture, *"The Memory of Sound: Observations on the History of Music on Paper,"* by D.W. Krummel. One symposium, *"Libraries and Scholarly Communication: The Historical Dimension,"* was cosponsored with the School of Library Service, Columbia University. Another, *"Leaders are Readers,"* a program for high school students, was cosponsored with the U.S. Department of Education. The program featured Librarian of Congress James H. Billington and Secretary of Education William Bennett.

The Center for the Book sponsored the publication of four books and one pamphlet: *Books In Our Future: Perspectives and Proposals,* edited by John Y. Cole; *Fine Printing: The Los Angeles Experience,* by Ward Ritchie; *The Delights of Reading: Quotes, Notes and Anecdotes,* by Otto L. Bettmann; *Getting the Books Out: Papers of the Chicago Conference on the Book in 19th Century America,* edited by Michael Hackenberg; and *Reading for Survival,* by John D. MacDonald.

Children's Literature Center

The highlight of this past half year was the center's fourth annual symposium, "Window on Japan: Children, Books, and Television Today." More than 170 members of the national children's book community attended the day-long event and reception that featured five Japanese speakers, whose papers are being edited for publication. For this occasion, the center published *Japanese Children's Books at the Library of Congress,* a selective bibliography decorated with papercuts by Mitsumaso Anno, who attended the symposium.

On behalf of the Library, the center accepted a rare, early-American children's book, *A Token for Children* by James Janeway (Boston: T. Bancok, 1728), during a celebration on March 25 in memory of Virginia Haviland, the center's first chief, who died on January 6, 1988.

With the Center for the Book, preparations were begun for a national promotional campaign, "1989—The Year of the Young Reader." Preparations also began for a celebration of International Children's Book Day, featuring designer and artist Leo Lionni, supported by a grant from the Ezra Jack Keats foundation. The center received proceeds from the anthology, *Innocence & Experience: Essays & Conversations on Children's Literature,* (1987) presented by the book's editors Barbara Harrison and Gregory Maguire.

Educational Liaison Office

The closing of the Main Reading Room for renovation brought about a significant change in the way visitors toured the Thomas Jefferson Building. With the closing of the visitor's gallery, Educational Liaison Office (ELO) tour assistants were relocated to a desk outside the Main Reading Room where more than 152,000 visitors and readers were given assistance. During this period, more than 2,500 official visitors were greeted by ELO staff members and volunteer tour guides.

Ambassadors from Australia, Austria, Belgium, Ecuador, Finland, Greece, Romania, and Switzerland were served by the office. The national librarians of Nicaragua and Italy visited, as did a group of parliamentarians from Spain. Special arrangements were also coordinated for the visits of the deputy foreign minister of Hungary and the minister of culture of the USSR.

During this period, among other events, the Special Events Office coordinated an evening celebration of the first Academy Award winning film, *Wings;* the joint hosting of a reception with the Embassy of the People's Republic of Bulgaria for the opening of "From Bulgaria: Contemporary Bulgarian Printmakers"; a major Japanese children's book symposium; the Black History Month lecture of Atlanta Mayor Andrew Young; the presentation of the Fahnestock South Sea Collection; a reception and reading of Persian Poetry; a film tribute to Robert Frost; and a series of meetings, dinners, and luncheons for The Librarian's National Advisory Committee to the Management and Planning Committee (MAP).

Exhibits Office

During this six-month period, the Exhibits Office installed, planned, and developed a number of exhibits:

(1) *Ten Oscar Winners*—This exhibit honored the first ten movies awarded an Academy Award for best picture (1927-1937) and spotlighted the first Oscar winner, *Wings.*

(2) *H. G. Wells, Outline of History*—The 24 original magazine covers of this low-priced, popular history of mankind were exhibited in the west corridor, sixth floor, of the James Madison Memorial Building.

(3) *From Bulgaria: Contemporary Bulgarian Printmakers*—More than 100 fine prints by 27 contemporary Bulgarian artists were featured in this exhibition, which was a cooperative effort by the U.S. Information Agency, the Bulgarian government, and the Library of Congress.

(4) *Geography and Map Division Recent Acquisitions*—Of more than 65,000 cartographic materials added to the Geography and Maps Division collections in the past year, 65 were exhibited as a representative sampling of the various means of acquiring these materials.

(5) *Sixteenth Annual Employee Art and Crafts Exhibition*

(6) *James Madison's Role in the Virginia Ratifying Convention*—This second installment of the Madison Memorial Hall series depicted Madison's efforts to have the Constitution ratified.

(7) *Nazi Book Burning and the American Response*—Opened in April in cooperation with the U.S. Holocaust Memorial Council (USHMC), this Madison Building exhibit coincided with a lecture sponsored by the Center for the Book and the USHMC.

The Exhibits Office received requests from 29 organizations for loan of 246 items from the Library's collections to supplement exhibitions.

Information Office

In the first half of fiscal 1988, the Information Office issued 88 news releases, responded to 1,651 inquiries for information from the media, circulated 6,894 clippings from newspapers to divisions and offices, and answered 86 questionnaires addressed to the Library. The Library of Congress Information Volunteers, serving at desks in the Jefferson and the Madison buildings, fulfilled 779 hours of service.

The Information office now is a contributor to the electronic information age. In a project with the Federal Library and Information Center Committee (FLICC), articles from the weekly *Library of Congress Information Bulletin* now are provided as an electronic news service to more than 1,200 Federal libraries and information centers participating in FLICC's Federal Library and Information Network (FEDLINK) via the FEDLINK electronic bulletin board, ALIX (Automated Library Information Exchange). Called "Clippings from the Library of Congress Information Bulletin," the articles have proven to be one of the most frequently accessed services. FLICC is also transmitting the electronic *Information Bulletin* to the USAREUR (U.S. Army, Europe, and Seventh Army) Library Program for accessing by more than 107 of its participating members in Europe.

Working with the Automated Systems Office of the Library, the office developed an information screen that provides a current directory of Library services and special events, such as concerts and exhibits. Kept up-to-date by the Information Office, the INFO INF screen is available for viewing at approximately 2,000 CICS receivers used by Library and congressional staff members. One unit is located at the Madison Information Desk to assist visitors.

Interest in the appointment of Dr. Billington as the 13th Librarian of Congress continued to be of major press interest. Interviews with The Librarian and stories about the appointment appeared in newspapers and magazines and on electronic media. Other stories, which received special coverage in the first half of the year, were the naming of Dr. Boorstin as Librarian of Congress Emeritus; the appointment of Richard Wilbur as Poet Laureate Consultant in Poetry; the production of a compressed audio disk of Library-recorded sound holdings; the Library diethyl zinc (DEZ) preservation process; the production by the National Library Service for the Blind and Physically Handicapped (NLS/BPH) of a book by Mikhail Gorbachev in time for the summit meeting in Washington; the Lowell project of the American Folklife Center; Black History Month; the Year of the Reader; and the closing of the Main Reading Room for renovation.

The Library of Congress received a Blue Ribbon film award from the National Association of Government Communicators for the videotaped "Tour of the Library of Congress," which was produced by the Information Office. Permission was given to proceed on a new film about the Library and 24 proposals were received from film makers following the procurement process. Planning began on "A Conversation with Richard Wilbur," a videotaped interview.

The radio series, "Sound of the Library of Congress," presented 18 Library staff members who discussed historical and cultural figures and events that were highlighted by clips from its recorded-sound collections. The WGMS series reached an estimated audience of 100,000 listeners each week.

Exhibits about the Library were mounted at the American Library Association (ALA) meetings in San Francisco and San Antonio. The San Francisco meeting drew a record number of 17,000 persons in attendance. Planning began for new exhibits units that would offer more flexibility. A committee representing various departments of the Library met with the designer to discuss requirements.

The weekly *Information Bulletin* and the monthly *Calendar of Events* were circulated throughout the Library, to other libraries, and to individuals. The *Calendar* was distributed to Members of Congress for visiting constituents. Major reports were carried in the *Bulletin* on ALA meetings of particular interest to the Library of Congress staff, the IFLA proceedings, and Center for the Book activities.

The general brochure about the Library, "Services to the Nation," was revised and the new version was translated into Spanish, Japanese, French, German, Russian, and Chinese. A fact sheet about the Library was also produced in Russian and German, with other translations to follow. Volunteer achievement pins were presented to those men and women who had accomplished 100, 200, and 300 hours of service.

The office assisted the U.S. Informa-

tion Agency (USIA) in special broadcasts to South America in Spanish and to Africa in English. The interactive broadcasts were beamed to groups of librarians assembled to discuss library topics and participate in a question-and-answer session. The USIA also distributed the videotaped "Tour of the Library of Congress" to its offices abroad.

Federal Library and Information Center Committee

The highlight of the first half of fiscal 1988 was the "Forum on Federal Information Policies: The Impact on Competitiveness," held at the Library of Congress on March 7. This fifth annual forum, attended by 170 library and information leaders from the public and private sector, was opened by Dr. Billington and keynoted by New York Congressman Sherwood L. Boehlert, the ranking Republican on the House Science, Research and Technology Subcommittee. The morning session focused on the acquisition and dissemination of scientific and technical information as a means to improve U.S. productivity and competitiveness among industrial powers of the world. The afternoon session focused on whether the United States is losing its competitive edge in the marketing and export of information products and services. A videotape of the proceedings has been added to the collections of the Library's Motion Picture, Broadcasting and Recorded Sound Division.

FLICC presented the first of a new series of regional "Executive Workshops in Library Management and Information Services" in New Orleans February 18–19. Managers from 12 states and the District of Columbia studied such issues as matching library and information center programs to user needs.

FLICC has taken a stand in opposition to the contracting out of entire Federal library and information center facilities. Letters regarding such contracting under the terms of the Office of Management and Budget (OMB) Circular A-76 went out in January to David S. Linowes, chair, President's Commission on Privatization, and James C. Miller, 3d, director, OMB.

James P. Riley, executive director of FLICC, was named to the Management and Planning (MAP) Committee of The Librarian of Congress.

During the first half of the fiscal year, libraries, information centers, and other offices increased their use of FEDLINK services by initiating 812 new service agreements, bringing the total for fiscal 1988 to 3,121, which is 339 more service agreements than were signed in all of 1987. These fiscal 1988 service agreements represent an estimated $63 million. FEDLINK is the operational network of FLICC and the largest library network in the nation.

In the same period, 307 libraries registered for serials subscription services of Faxon and EBSCO, representing an increase of 73 from 1987.

FEDLINK's new program, which provides book-ordering services of Ambassador Books, American Overseas Books, Baker and Taylor, and E.B.S. Book Service, is now being used by 92 libraries.

Growth in the use of OCLC by Federal libraries also continued, with 621 Federal libraries now linked for interlibrary loans and resource sharing. Four more libraries have elected to acquire the SC350 serials-control system, bringing the total to 28 libraries using this OCLC microcomputer-based product. FEDLINK supported the use of OCLC by conducting 26 training sessions on OCLC systems.

FEDLINK's Automated Library Information Exchange (ALIX), an electronic bulletin board maintained in the Information Technology Center of FEDLINK, now includes 800 registered users who have logged an average of 30 calls per day. ALIX is issued for electronic messaging; dissemination of information pertinent to network services, activities, and governance; sharing knowledge and opinions about library and telecommunications software; and technical information pertaining to OCLC. It is now maintained 24 hours a day and is becoming a most significant communication link to the membership. In conjunction with the Library of Congress Information Office, an LCIB clippings file has been added to ALIX, which provides early electronic access to significant articles in the LC *Information Bulletin*, which has been added to a machine-readable file, Clippings, that may be uploaded to a GEAC electronic-mail system that transmits the data to more than 100 armed services libraries in Europe.

National Library Service for the Blind and Physically Handicapped

Using the mass media, a public awareness campaign directed to seniors began with the first of six test market kickoff events in Jacksonville, Fla., in March. This campaign is the most ambitious outreach effort undertaken by the National Library Service for the Blind and Physically Handicapped (NLS/BPH). Other national test sites include Topeka, Kans.; Peoria, Ill.; Eugene, Oreg.; Hartford, Conn.; and Phoenix, Ariz. Contingent upon campaign test results, improvements identified in the test markets, and public-awareness surveys conducted in conjunction with the effort, NLS/BPH plans to implement the campaign nationally over a period of several years beginning in 1989.

Other activities include a meeting of the Ad Hoc Audio Equipment Advisory Committee at NLS/BPH in October, and the publication of the first in a series of new leisure activities booklets, *Birding: An Introduction to Ornithological Delights for Blind and Physically Handicapped Individuals*. An immediate success, *Birding* has already been reprinted three times. In addition, NLS/BPH together with the Ornithology Laboratory at Cornell University and the Canadian National Institutes for the Blind have initiated a project to produce a bird song tutorial for the blind. The tutorial will be available at all network libraries and in Canada. Copies will also be available for sale to the general public through

commercial outlets. NLS/BPH plans other leisure activities booklets on fishing, skiing, sailing, and horseback riding. Also issued was a flexible-disk version of Mikhail Gorbachev's *Perestroika: New Thinking for Our Country and the World*—produced by NLS/BPH only nine days after the print book arrived at local bookstores. The Soviet leader's book was available at network libraries for blind and physically handicapped readers when Mr. Gorbachev arrived in Washington for the summit conference with President Reagan.

A five-year management plan of NLS/BPH has been distributed to section heads, staff officers, and the network of cooperating libraries.

Publishing Office

At his swearing-in ceremony on September 14, 1987, Librarian of Congress James H. Billington proposed two directions in which the institution should move—outward more broadly and inward more deeply—with the goal of making the Library's riches available to "ever-wider circles of our multi-ethnic society." During the reporting period, the Publishing Office produced for that audience a diverse selection of works that not only included the swearing-in ceremony itself but also reflected the depth of the Library's collections and the breadth of its service.

The Performing Arts Annual for 1987, edited by Iris Newsom, contains seven major articles as well as special sections on performances at the Library of Congress, Library research facilities for the performing arts, and Library publications in the performing arts.

American history was the subject of two major works during this six-month period. One, Robert A. Rutland's *The American Solution; Origins of the United States Constitution*, is the catalog of a major exhibition held at the Library in celebration of the bicentennial of the U.S. Constitution. The other is the 14th volume of *Letters of Delegates to Congress, 1774–1789*, edited by Paul H. Smith, covering the period from October 1, 1779 to March 31, 1780.

Publications about printing and books include *Fine Printing: The Los Angeles Tradition*, by Ward Ritchie; *Getting the Books Out: Papers of the Chicago Conference on the Book in 19th-Century America*, edited by Michael Hackenberg, which includes nine papers discussing the ways in which books, publishing, and the book trade influenced the growth of 19th century America; *Books in Our Future: Perspectives and Proposals*, edited by John Y. Cole, which presents the views of the advisors to the Library's Book in the Future Project; and *Reading for Survival*, by John D. MacDonald, in which Travis McGee and Meyer discuss reading and its ramifications.

The Publishing Office also brought out several basic guides that exemplified the multinational diversity of the Library's collections. Volume 2 of *U.S. Imprints on Sub-Saharan Africa: A Guide to Publications Cataloged at the Library of Congress*, compiled by the African Section, lists 864 monographs cataloged by the Library from 1984 to 1986. *Japanese Children's Books at the Library of Congress: A Bibliography of Books from the Postwar Years, 1946–1985*, compiled by Tayo Shima, is an illustrated, annotated guide of 304 selected children's books plus works from the secondary literature. *Japanese Local Histories in the Library of Congress: A Bibliography*, compiled by Philip M. Nagao, includes 2,848 at the Library of Congress from 1958 to 1980. *Vietnamese Holdings in the Library of Congress, Supplement, 1979–1985*, a bibliography compiled by A. Kohar Rony, lists 1,927 monographs, serials, and newspapers. Volume 1 of *The Near East National Union List* compiled by Dorothy Stehle under the direction of George N. Atiyeh, includes publications in Near Eastern languages that have been reported to the National Union Catalog. *Polish Genealogy: An Introduction to Research* by Janina W. Hoskins, covers studies in heraldry, works on genealogy, English-language publications, and basic reference works.

And finally, *The True Essentials of a Feast: A Collection of Recipes from the Staff of the Library of Congress* provides more than 160 recipes reflecting a cross section of cultures and interests.

Copyright Office

Berne Convention and Other Legislation

Register of Copyrights Ralph Oman testified at a Senate Hearing, February 18, on proposed legislation to add the United States to the list of signatories to the Berne Convention for the Protection of Literary and Artistic Works.

As of March 31, there were two Senate Berne implementation bills pending. Senator Patrick J. Leahy (D-Vt.) introduced S. 1301. Senator Orrin G. Hatch (R-Utah) introduced S. 1971.

To implement U.S. adherence, Representative Robert W. Kastenmeier (D-Wis.) introduced H.R. 4262 on March 28. The bill, an amended version of H.R. 1623, omits the earlier bill's specific provisions for the protection of moral rights and architectural works. The new bill, which would amend the Copyright Act to facilitate U.S. membership in the Berne Convention, was reported out to the full Judiciary Committee by the Subcommittee on Courts, Civil Liberties, and the Administration of Justice.

On October 13, Senator Alan J. Dixon (D-Ill.) introduced S. 1785, a bill to amend section 601 of the Copyright Act to provide a permanent extension of the act's manufacturing provisions which expired July 1, 1986.

The President signed into law S. 442 on November 10. This law—Public Law 100-159—amended section 914 of the Semiconductor Chip Protection Act of 1984 to extend the authority granted to the Secretary of Commerce to issue orders giving nationals of a foreign country protection under the Chip Act where certain conditions are satisfied.

Also on November 10, the Senate Subcommittee on Patents, Copyrights, and Trademarks conducted hearings on the Syndicated Television Music Copyright Reform Act (S. 698), introduced by Senator Strom Thurmond (R-S.C.). The bill would make source licensing of music mandatory in syndicated television production. Under the current system broadcasters obtain blanket licenses for the performance of the music on the soundtrack of the production from one or more of the performing rights societies. The Register of Copyrights testified in opposition to the bill.

On December 3, the same subcommittee held a hearing on the Visual Artists Rights Act (S. 1619), introduced by Senator Edward M. Kennedy (D-Mass.). The bill would amend the Copyright Act by extending to visual artists the right to receive royalties upon resale of their works; the right to prevent distortion, mutilation, and other alteration of their works; and the right to claim or disclaim authorship of such works.

On March 30, Representative Kastenmeier introduced H.R. 4310, a bill to extend the Record Rental Amendment of 1984 for an additional 5-year period. This bill, which would amend Section 109 of the present Copyright Act, differs from the Senate version (S. 2201) in that the latter would make the record rental law permanent.

Also on March 30, Representative John Bryant (D-Texas) introduced the Cable Subscribers Protection Act of 1988, H.R. 4293, a bill designed to lessen the power of the cable TV industry to control access to local broadcast signals by linking cable compulsory licensing with local station "must carry" rules.

The Register testified on January 27 in support of a House bill (H.R. 2848) that would amend the Copyright Act to create a temporary 8-year compulsory license to permit satellite carriers to retransmit broadcast signals—superstations—to homeowners with satellite dishes.

Delegation from China

Mr. Oman welcomed a delegation of officials from the People's Republic of China to the Copyright Office on February 29. These officials are engaged in drafting provisions to protect computer software under Chinese law. The Chinese had come to study the U.S. legislative and judicial experience. The program was sponsored by the Copyright Office and the Patent and Trademark Office in conjunction with the World Intellectual Property Organization.

Public Hearings on Jukebox Compulsory License

The Copyright Office held hearings to review the operation of the jukebox compulsory license of the copyright law (17 U.S.C. 116), on March 10. In particular, the office sought to learn the extent to which the 1985 voluntary agreement between the performing rights societies and the Amusement and Music Operators Association (AMOA) had worked satisfactorily.

Under the Copyright Act of 1976 operators of jukeboxes can obtain a compulsory license that permits the use of a copyrighted nondramatic musical work without the consent of the owner, if certain conditions are met and royalties paid.

The administration and civil enforcement of the compulsory licensing system have caused friction between copyright owners and jukebox operators since institution of the license in 1978. The annual fee, initially set at $8 per jukebox, has been raised periodically by the Copyright Royalty Tribunal to the current $63 per jukebox. As the fee went up, compliance by the jukebox owners declined.

Congressional leaders urged the interested parties to enter into private negotiations. The performing rights societies and the AMOA succeeded in reaching an agreement in 1985, which remains in effect until 1990. Under the agreement, the performing rights societies will provide rebates to operators who obtain a compulsory license, providing that the AMOA encourages its members to record their jukeboxes with the Copyright Office, and that the number of boxes licensed increases.

In addition, the parties agreed to allow jukebox operators to transfer certificates from jukeboxes not in service to those that are.

Reporting of Cable Gross Receipts

The Copyright Office announced in the *Federal Register* on January 28 its policy decision regarding implementation of the decision of the United States Court of Appeals for the District of Columbia in *Cablevision Systems Development Company v. Motion Picture Association of America, Inc.*, 836 F. 2d 599 (D.C.C. 1988), as that decision affects the Copyright Office's administration of the cable compulsory licensing program established in section 111 of the Copyright Act of 1976. The notice advises cable systems to report their "gross receipts" for accounting period 1987-2 (July-December) in accordance with 37 CFR 201.17(b)(1), and informs them that the Copyright Office will require corrected filings, as appropriate, for accountings prior to 1987-2. The office also clarifies its interpretation of the "gross receipts" regulation as it applies to discounts and tie-in arrangements.

Inquiry on Cable Compulsory Licensing

In the *Federal Register* of February 25, the Copyright Office invited comments, and information to inform the office on the advisability of making new policy determinations and/or amending its cable compulsory licensing regulations in 37 CFR 201.17. This inquiry was a response to requests from the public seeking guidance on the determination of local versus distant signal status and possible changes in the list of specialty broadcast stations originally developed by the Federal Communications Commission.

Freedom of Information Act

The Copyright Office announced in the *Federal Register* of March 15 the adoption of proposed regulation 37 CFR 203.6 as a final regulation without change. The effect of this regulation is to establish the fee schedule which will be applied to requests for copies under the Freedom of Information Act and the conditions under which fees will be modified or waived.

Request for Inquiry

Representatives Robert W. Kastenmeier and Carlos J. Moorhead (R-Calif.) wrote to the Copyright Office on February 25 about the problems posed by technology for "the integrity of our national film heritage and the creative freedom of filmmakers." Directors and producers have decried processes which alter the film image, including colorization, panning, scanning, and time-compression.

The congressmen asked the office to "consult widely" with creators of audiovisual works, with "distributors, broadcasters, and other commercial interests that exploit such works or own copyright interests in them, and with consumers, archivists, academics and appropriate governmental agencies. . . ."

Copyright Office Regulations

The Copyright Office issued a notice on October 5 advising the public that it is considering adoption of a new regulation that would permit group registration of an automated database, including revisions and updates, and would make changes in existing regulations for the registration and deposit of databases. The office has proposed that the new portion of the database be marked. Some who commented on the proposed regulation have objected to such marking.

At the request of the Subcommittee on Courts, Civil Liberties, and the Administration of Justice of the House Committee on the Judiciary, the Copyright Office is conducting a study and preparing a report on the issue of states' Eleventh Amendment immunity from suit for money damages in copyright infringement cases.

The office advised the public on January 5 of its adoption of a final regulation amending section 201.4 of its regulations implementing section 205 of the Copyright Act of 1976. Under the amended regulation, the sworn certification which must accompany the recorded reproduction of a signed document need only be signed by a party to such document, or by an authorized representative of that person.

Also on January 5 the office announced the revocation of section 201.8 of its regulations. That section permitted importation of 2,000 copies of certain copyrighted works not manufactured in the U.S. or Canada, upon presentation to the U.S. Customs Service of an import statement issued by the office. Section 201.8 of the regulations had been rendered obsolete by the expiration of the manufacturing provisions of the law.

Legal Decisions

The copyrightability of page format and column headings of charts was the fundamental question at issue in *Matthew Bender & Co., Inc. v. Kluwer Law Book Publishers, Inc.* (No. 86 Civ. 1381), Copyright Law Reports 26,181 (S.D.N.Y., Oct. 22, 1987). On cross motions for summary judgment the court held that plaintiff's charts are, in themselves, not copyrightable. It is important, the court said, to bear in mind that the forms utilized by plaintiff in its law book "convey no information whatsoever, but rather are vehicles for recording information."

In *Brandir International, Inc. v. Cascade Pacific Lumber Co., d/b/a Columbia Cascade Co.*, (No. 86-6260) (2d Cir., Dec. 2, 1987), on appeal from an action in which the Register of Copyrights joined as a third party defendant, the appellate court affirmed the earlier decision granting summary judgment to the defendant on the copyright claim. The suit involved a "Ribbon [bicycle] Rack" which was fashioned from bent tubing said to have originated from a wire sculpture. In explaining its rejection of copyrightability for the "Ribbon Rack," the court acknowledged that if the plaintiff had merely adopted an existing sculpture as a bicycle rack, "neither the application to a utilitarian end nor commercialization of that use would have caused the object to forfeit its copyrighted status."

The issue in dispute in *Bibbero Systems, Inc. v. Colwell Systems, Inc.*, No. C 87-6145 TEH (C.D. Cal., Feb. 29, 1988), concerned the copyrightability of a one-page professional health care record form known as "Insur-A-Bill/Superbill." This form contained spaces at the top of the page for patient information and a chart below containing lists of procedures and diagnoses to be performed by physicians. The form was designed so that the physician could write in a fee for services next to the applicable space, and check a box for the appropriate diagnosis before the completed form was sent to the patient's insurer. The court found the work to be a blank form not entitled to copyright protection.

Registrations

During the period between October 1, 1987, and March 31, 1988, the Copyright Office received $3,505,312 in gross receipts. A total of 317,744 claims were received, representing a five percent increase over the previous similar period.

Law Library

The Law Library in the Capitol

The most notable event of the past six months was the closing of the Law Library facility in the Capitol building

on January 12. This occurred virtually overnight when Public Law 100-202 repealed 2 U.S.C. Section 131, which had required a Law Library in the Capitol. Despite the fact that the closing had been initiated and approved by the Congress, the loss of this service apparently caught some congressional offices by surprise. In response to several requests from congressional staff for explanations regarding the reduction in facilities the Law Library held meetings with congressional personnel on the problem. The Law Library regrets any inconvenience that this new pattern of services has caused and has tried to minimize the consequences of the closing. The reference librarian previously assigned to the Capitol is now on duty in the Law Library Reading Room in the Madison Building whenever Congress is in session, as required by 2 U.S.C. Section 138. With the page service now eliminated, the immediate delivery of books and photocopied materials is handled through congressional staff pick-up or Congressional Research Service deliveries. The collection formerly housed in the Capitol has been relocated in the Law stack area in the subbasement of the Madison Building.

Research and Reference Services

In addition to serving as the foreign law research arm of the Congress, the Law Library serves an important function as a comprehensive reference and referral service for the Executive and Judicial Branches when such services are not in conflict with the Law Library's obligations to the Congress. In the Law Library's extensive work for the Immigration and Naturalization Service, for example, legal specialists in the Law Library give advisory opinions on immigration and family law matters. Other Executive Branch agencies also benefit from the Law Library's assistance in finding, interpreting, and, on occasion, translating particular laws of a foreign country.

The Law Library also serves the general public and outside law libraries. The main point of public contact is largely through the Law Library Reading Room. Law Library reference librarians also field telephone queries and direct readers who need to be referred to the foreign legal specialists in nearby Law Library division offices. Recent requests from the Law Library's various constituencies resulted in reports on such topics as: African treaties of the 17th century; legal measures to control dissidents in the People's Republic of China; trademark and partnership law in Taiwan; and multinational studies comparing the legal treatment of a particular subject.

In the area of collection development, the Law Library has recently joined in a cooperative agreement with Congressional Information Service, Inc. (CIS), for filming slavery statutes from the state session laws.

Outside Activities

The unique legal and language expertise of a number of Law Library staff have involved them in contributions to activities outside the Law Library at such institutions as Johns Hopkins University, the National Chengchi University of Taiwan, and the North Carolina Board on State Goals and Policy.

Publications

To commemorate the Bicentennial of the U.S. Constitution, the Law Library is making the text and amendments of the document available through a translation reprint series in 14 foreign languages. Translations issued during the past six months are: Armenian, Chinese, German, Korean, Russian, and Spanish. The fifth in a series of bibliographies on non-English sources dealing with American law has also been published. *Bibliografia Rabot po Pravu Soedinennykh Shtatov Ameriki na Inostrannykh Yazykakh, Ruski Vypusk,* compiled by Ivan Sipkov and Marie-Louise Bernal of the European Law Division, contains approximately 300 entries of Russian-language works by Soviet authors (1960-present), including both articles and monographs. These and other publications are available, while the limited supply lasts, from the Law Library at no charge. A complete list of Law Library publications is available on request.

Personnel

Although a number of vacancies remain unfilled at the close of the fiscal year due to budgetary limitations and the inability to recruit certain foreign law legal specialists, there were also some additions to the Law Library staff. On March 14, Keith Ann Stiverson joined the Law Library as the special assistant to the Law Librarian. At the beginning of the fiscal year, Ruth Levush, who had held a temporary appointment as Israeli legal specialist, was given permanent status, and Shu Ching Tseng was appointed administrative secretary to the Far Eastern Law Division. Glenn Reitze is the new indexer/editor in the Hispanic Law Division and will be responsible for, among other things, enhancements to the Law Library's online database, *Index to Latin American Legislation*. The index is now available through the Law Library Reading Room terminals; formerly it had been accessible only through two of the division terminals, a situation that made service to readers difficult.

Congressional Research Service

The Congressional Research Service (CRS) provides in-depth analyses, information, and reports exclusively for the Congress.

During this six-month period, CRS responded in a wide variety of formats to 235,000 research and reference requests. This is the highest figure for the first half of a fiscal year in CRS history. The February total of 53,000 requests was a new high for a single month. The

average number of completed requests per workday in February was 2,513.

The total number of issue briefs distributed was 154,959, an average of 25,827 per month. Seventy-five new issue briefs were written during this period. The number of Info Packs distributed was 78,000, an average of 13,000 per month. The most requested titles dealt with grants and foundation support, acquired immune deficiency syndrome (AIDS), the Social Security notch, and student financial aid.

CRS policy specialists contributed reports and briefings to congressional committees on all the issues of interest to the Congress. Committee prints included studies and reports on the international debt problem, protection under Medicare against catastrophic illness, the Persian Gulf, and proposed budget reforms.

CRS used other media besides the written document to track legislative issues. Seminars and workshops were held on a wide range of topics, including the Reagan-Gorbachev summit, deficit reduction, the U.S.- Canada Free Trade Agreement, education policy, and arms control. The 46 issue-oriented seminars and workshops attracted 2,015 Members and staff. Twenty new video presentations were produced on such topics as Central America, campaign finance reform, and the superconducting super collider. Nine new audio briefs included the subjects of the stock market, welfare reform, and U.S. agriculture. The total number of audio briefs requested by the Congress was 1,156.

Five institutes on the legislative process were conducted for Member and committee staff, as well as two institutes for district staff. A total of 762 staff attended the seven institutes. The Public Policy Issues Institute (PPI), a series of 44 comprehensive briefings and discussions by senior CRS staff on issues of legislative significance at the beginning of each Congress, drew 1,007 participants.

CRS focused much of its attention during this six-month period on the approximately 20 issues of CRS' major issues tracking system. These issues were national in scope, received widespread public attention, and were judged likely to be the subject of early legislative action. By concentrating on selected topics, CRS was able to coordinate its efforts to provide more timely, comprehensive, and interdisciplinary products.

The major tracking issues identified for the 100th Congress, Second Session, were as follows: AIDS, air quality, the Arctic resources controversy, arms control, aviation safety, campaign financing, Central American peace prospects, defense spending priorities, deficit reduction, economic conditions, education, farm problems, health care, nuclear waste disposal, the Persian Gulf, the strategic defense initiative (SDI), trade, and welfare.

One means of increasing the focus on the major issues tracking system was provided by the CRS *Review*, a professional journal for the Congress and its staff written by policy specialists from the seven research divisions of CRS. A typical issue contained a forum on one of the major issues and a limited number of articles on other current topics. The November/December volume, for example, included an overview and ten articles on environmental protection (a major issue of the First Session), as well as separate articles on the Persian Gulf and air safety. The timing of the articles was such that they were made available to Members and staff as the issues were being debated in the Congress.

Several CRS products are integral to the major issues tracking system. In conjunction with each major issue, each issue coordinator and an interdivisional team of specialists prepare a corresponding Issue Brief. This Issue Brief provides a definition, background and general analysis of the issue as a whole, along with current guidance to other CRS analyses bearing on it. The research divisions also create Issue Briefs on specific aspects of a major issue. For more in-depth analyses of each policy issue, specialists also prepare CRS Reports. Info Packs, which often contain Issue Briefs, CRS Reports, selected articles, and other products, are designed to provide a basic introduction to these public policy issues.

The major issue of trade affords an example of the coordination among CRS efforts. In addition to the Issue Brief on trade, Issue Briefs were made available on such contributory issues as exchange rates, foreign trade practices, H.R. 3 (the Omnibus Trade Bill), export controls, foreign investment, the Export-Import Bank, and the Uruguay Round of multilateral trade negotiations. More than 30 CRS Reports on trade were written during this six-month period, with topics ranging from U.S. economic sanctions to trade in telecommunications products. One new Info Pack on foreign investments in the United States was also prepared.

CRS staff gave 78 briefings for 1,078 congressional interns and 112 professional staff to orient them to the services and resources of CRS. Non-congressional visitors were given 105 briefings on the mission of CRS and its services. Among them were 66 members of parliament and parliamentary librarians, 329 cabinet-level officials of foreign governments, and 79 U.S. librarians from research, academic, Federal, state, and local public libraries nationwide.

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